



Service Awards

Staff are recognized for years of service:

A monetary gift is given for years of service as follows:

5 years	\$100.00
10 years	\$200.00
15 years	\$300.00
20 years	\$300.00 plus a gift to equal a total of 500.00

These are based on years completed, which means that you must finish the 5 years when December awards are given out; you must not be in the 5th year.

A letter and a cheque along with a certificate are presented at the December year end celebration.

In the case of retirement, after 20 years of service and gift will be given to celebrate retirement and a Certificate of service years will be presented.

Adoption Date: October 26/16	Revision Date:
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