

North Carolina Department of Public Safety
Prisons
Policy Summary Sheet



Employee Recognition Program

Chapter: J

Section: .0400

Current Review Date: August 3, 2020

Reviewed By: Prisons Rehabilitative Services

Next Review Due: August 3, 2021

Current Revision Date: August 3, 2020

Supersedes Revision Dated: July 13, 2018

Current Revision Summary (if applicable):

All current changes are highlighted in yellow. General changes throughout policy include changing "Facility head" to "Warden," "his/her to their," and "Director" to "Commissioner" Other minor grammatical corrections made where necessary.

Specific Changes

.0403 FREQUENCY OF AWARDS

Page 2 (c) Modified by adding "Enterprise, and Vocational/Education."

.0405 NOMINATION PROCESS

Page 3(c) Modified by adding "Enterprise, and Vocational/Education." Removed "in February of each year" and added "at the annual Employee Recognition Ceremony" at the end of the sentence.

.0406 TIME FRAMES

Page 4 Removed "on the 15th day of each month, preceding the month it is to be given to the employee. Nominations are due." At the end of the paragraph replaced "January 15th" with "March 1st of each year."

Stephanie P. Hubbard

Correctional Planner II

August 03, 2020

Date