

**North Carolina Department of Public Safety**  
**Prisons**  
**Policy Summary Sheet**



**Employee Recognition Program**

**Chapter: A**

**Section: .1300**

**Current Review Date: August 3, 2020**

**Reviewed By: Prisons Rehabilitative Services**

**Next Review Due: August 3, 2021**

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**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**

**.1303 FREQUENCY OF AWARDS**

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

**.1305 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.

**.1306 TIME FRAMES**

Page 4 Removed "on the 15<sup>th</sup> 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 15<sup>th</sup>" with "March 1<sup>st</sup> of each year."

Stephanie P. Hubbard

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Correctional Planner II

August 03, 2020

Date