

RECOGNITION Matters

@ESDC

Types of Informal Recognition

Recognition



Enhances Recognition Culture =



- Engagement
- Performance
- Innovation
- Employee Retention

Existential Recognition



Continuously acknowledge your colleagues as individuals

Acknowledging and being nice to your colleagues is good, but most importantly, it is good for you.



Recognize the presence of others

Feeling acknowledged, being recognized and valued is integral to retaining good workers.



Should be practiced daily

When you don't greet someone in your day-to-day interactions, you miss out on a human connection.



No associated expense

Day-to-day Recognition

Take a few minutes out of your day to personally say:

Thank You!

WHEN

Appreciation and acknowledgement of hard work and dedication

Can be done through Peer to Peer, Employee to Manager, and Senior Management to Employees

Message should be:



You can also recognize with free E-cards from [iBoutique](#) and [Seasons](#) or [Certificates](#).

Social Recognition



Recognition through digital platform to share and celebrate accomplishments with others



Provides public, continuous and real-time recognition



Good practice for virtual teams



People-centric



Near-cash awards

Instant Awards

WHEN

Performance above and beyond regular duties or in support of achieving departmental objectives and priorities

How to give an instant award

Managers should contact their **branch coordinator** in order to get assistance in proceeding with this type of recognition (e.g. iBoutique or gift certificate)

Resources



Recognition Intranet



Gratitude to Go Toolkit



Your Coordinator



Test Yourself



Rules for gifts and Awards



New Recognition Policy