

# **Hacienda Carmel Community Association**

## **Policy for Employee Service Awards**

In an effort to recognize Hacienda Carmel employees for various “milestone” years of service to the community, the following awards program shall be implemented:

- Upon reaching the employee’s anniversary of hire date, a generic gift card (such as VISA that can be spent anywhere on anything the person chooses) will be presented to the employee.
- The amount of the gift card will be in accordance with the particular number of years of service as follows:
  - 10 years of service - \$100 generic gift card
  - 20 years of service - \$250 generic gift card
  - 30 years of service - \$500 generic gift card
  - 40 years of service - \$1,000 generic gift card

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**THIS POLICY WAS APPROVED BY THE HCCA BOARD OF DIRECTORS MAY 21, 2020 AND SHALL BECOME EFFECTIVE JULY 1, 2020 AND REMAIN IN EFFECT UNTIL SUCH TIME AS IT IS REVISED OR DELETED BY THE BOARD OF DIRECTORS.**

Revision 0 05-21-2020