

## **SECTION 7**

### **EMPLOYEE RELATIONS**

#### **7.01 LONG TERM SERVICE RECOGNITION AWARDS**

**AUTHORITY:** EXECUTIVE COUNCIL DECISION 0264/85

**ADMINISTRATION:** PEI PUBLIC SERVICE COMMISSION

<b>Sub-section 7.01</b> <b>Long Term Service</b> <b>Recognition Awards</b>	<b>Date: 28 March 2022</b>	<b>Page</b>	<b>1 of 1</b>
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## **1. PURPOSE**

- 1.01 The purpose of this policy is to provide information on the Long Term Service Recognition Award Program.

## **2. APPLICATION**

- 2.01 This applies to employees of the civil service of the Province of Prince Edward Island and employees of Island Regulatory and Appeals Commission, P.E.I. Business Development Inc., P.E.I. Lending Agency and Workers Compensation Board who have 20, 25, 30, 35, 40 or 45 years of continuous service.

## **3. POLICY**

- 3.01 The award consisting of a recognition gift and a certificate will be granted to eligible employees who have completed 20, 25, 30, 35, 40 or 45 years of continuous service.
- 3.02 Employees do not have to apply for the award. The P.E.I. Public Service Commission initiates the process with departments to confirm eligibility of employees and will arrange for appropriate presentation ceremonies to be observed.
- 3.03 The twenty year service award ceremony is hosted by the Minister responsible for the P.E.I. Public Service Commission. The twenty-five, thirty, thirty-five, forty and forty-five year ceremony is hosted by the Premier. If the numbers warrant it, two ceremonies will be held as outlined. If not, only one ceremony will be held and will be hosted by the Premier.
- 3.04 The award ceremony consists of congratulatory comments by the host, the presentation of awards and a stand up catered reception. During the ceremony, individual photos are taken as certificates and recognition gifts are presented. Following the official presentation ceremony a group photograph for each of the years of service categories is taken of all recipients with the host and is followed by the reception.