



Oregon

Governor Kate Brown

Department of Administrative Services

Office of the Chief Human Resources Officer

155 Cottage Street NE

Salem, OR 97301

PHONE: 503-378-2065

FAX: 503-373-7684

MEMORANDUM

Transmittal 181

To: Agency Human Resources Managers

From: Madilyn Zike, Chief Human Resources Officer

Date: August 20, 2015

Subject: Employee Performance Recognition Program Policy 50.040.01

We have revised State HR Policy 50.040.01 Employee Performance Recognition Program. The following summarizes the primary changes in the policy.

- Update Division name
- Update Applicability statement
- Update Policy statement
- Deletion of reference to the statewide Employee Suggestion Awards Program
- Change the requirement for a biennial program audit with a requirement for a biennial evaluation

The updated policy is available on the CHRO's web page. Click on "HR Policies & Rules" and scroll down to the appropriate policy.

Please call the CHRO Policy Unit if you have any questions.