



Operations Division Awards Program

TO BE FILLED OUT BY NOMINATOR: Please complete the following award nomination form. Awards are director/committee approved. **SUBMIT ENTRIES:** Awards Program Administrator @ pplant.resourceoffice@ttu.edu or drop in rm. 104

Category

- Customer Relations
- Employee of the Quarter
- EPIT
- Fix the Process
- Special Act
- Sustained Performance

Awards Description

- CR - awarded for an action(s) which improves relations with a customer (Attach customer comments)
- EOQ - awarded to the individual who has contributed the most significantly to the division over the quarter. Committee Review/Approval Required
- EPIT-Employee Process Improvement Team: awarded for superior performance while serving as a team member.
- FTP-awarded for an improvement of a process
- SA - awarded for a single outstanding act
- SP - Awarded for continuous superior performance and excellence reflecting outstanding dedication to duty and achievement over a period of at least one fiscal year. Committee review/approval

Award Nominee/R#

Area/Shop

Describe specific instances of outstanding performance that support the items checked above :

Nominator Signature

Date

Supervisor/Director Comments

Director Signature

Date

Committee Review

Date