



PROCTER & GAMBLE NORTH EAST SPORTS & SOCIAL CLUB

RECOGNITION AWARD SCHEME

The Procter & Gamble North East Sports & Social Club would like to introduce to you the **Recognition Award Scheme**.

Background:

Across the North East we have a vast number of Employees and Associates who work very hard to organise events and activities for the Sports & Social Club. Events range from Social evenings and day trips, to sporting activities such as Golf, Cricket and Go-Karting.

Most events and activities require great levels of ownership, time and hard work by the organisers.

However, there are times when an individual goes above and beyond what would be expected for their Section, or where an individual has demonstrated a role model level of passion and ownership to get a great result for the Sports & Social Club.

It is for these instances that you may wish to nominate an individual for an award.

Eligibility:

A recipient must be a member of the Sports & Social Club, a Section Owner or Club Officer. Only current P&G employees or Associates may be nominated.

Features of the Award Scheme:

- Nominations can be made at any time by completing the official form. Forms can be found on your site intranet websites, noticeboards or by contacting Sharon Tarbitt at P&G Cobalt Park.
- Nomination forms can be submitted either by email to **Tarbitt.s@pg.com** or by post to **Sharon Tarbitt, Box 23, Procter & Gamble Technical Centres Ltd, Cobalt 12 Business Park, Silver Fox Way, Newcastle upon Tyne, NE23 0QW**.
- There will be 2 opportunities per financial year for awards to be granted – in December and June. For December awards nominations must be received no later than 30th November. For June awards nominations must be received no later than 31st May.
- A sub-committee consisting of General Committee Officers will review all nominations submitted at a special meeting twice per year. Awards will then be granted based upon the nomination received and the contribution made by the nominee.
- Nominations can be made for both current employees and Associates. (Note: this does NOT replace the current P&G 'Power of You' award system which also exists for current P&G employees.)
- This award scheme will work in conjunction with the S&SC Honorary Membership awards; which are allocated in recognition of a consistent outstanding contribution over several years to a specific Section or to the General Committee.
- The award for the successful nominee(s) will be £50.00 of Gift Certificates.

- The decision of the General Committee Officers will be final.



PROCTER & GAMBLE NORTH EAST SPORTS & SOCIAL CLUB

RECOGNITION AWARD SCHEME – NOMINATION FORM

ABOUT THE NOMINEE:

Name of person you wish to nominate: _____

Is this person a P&G Employee or an Associate: Employee* / Associate* **(please delete as applicable)*

Their Section or Role within the S&SC: _____

Why should this Employee/Associate receive an award? Please be as specific as possible, providing examples of behaviours and events:-

ABOUT YOU:

Name of Proposer: _____

Location of Proposer: (If you are an Associate member please write 'Associate') _____

Extension/Telephone Number: _____

Date: _____

Please return your completed nomination form directly to Sharon Tarbitt, Cobalt Park (Tarbitt.s@pg.com)

For Office use only:-

Date Nomination Received: _____

Nomination to be reviewed for grant in: December / June *(please delete as applicable)*

Result: _____
