Dear BASC Team Members,

This letter is the official call for nominations for the BASC Exemplary Service Award. This is our annual opportunity to celebrate our employees who demonstrate our BASC values. This year we will be awarding the Exemplary Service Award to two employees that have a minimum of 2 years of service and demonstrate the BASC values.

The BASC Exemplary Service Awards are intended to recognize hourly employees who exemplify the BASC values - Teamwork, Organizational Integrity, Passion for Excellence and Stewardship.

An employee committee chooses the recipients of these awards. Anyone in BASC can nominate a Full-Time Union or a Part-Time hourly Dining Service employee in good standing from any of the BASC operations.

Think about all the great things your co-workers do. We want everyone to know about our best-of-the-best, so please consider making a nomination! The nomination forms can be found online at www.basc1.org in the employee section or hardcopies are available in each unit office. Deadline is March 20, 2017 and should be sent to the BASC Human Resources Office; Attn: Sarah Plain.

Sincerely,

Dana Weiss
Executive Director

Please use the spaces provided or attach a separate nomination letter to explain why this employee deserves a BASC Exemplary Service Award. Return all nominations to the BASC Human Resources Office, Attention Sarah Plain by Wednesday, March 20, 2017.

Recipients should be in good standing and exemplify the corporate values of Team, Organizational Integrity, Passion for Excellence and Stewardship.

Please be sure to address these characteristics in your nomination. If you know someone who role models these values and would like assistance in writing the nomination, contact any of your managers or Sarah Plain.
Nomination Form Due to Human Resources by March 20, 2017

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*Note: Individual nominations are required—only one employee signature per form.*

1) Describe how the nominee demonstrates excellence in the area of **Teamwork**, give specific examples:

2) Describe how the nominee demonstrates excellence in the area of **Organizational Integrity**, give specific examples:
3) Describe how the nominee demonstrates excellence in the area of **Passion for Excellence**, give specific examples:


4) Describe how the nominee demonstrates excellence in the area of **Stewardship**, give specific examples:


5) Are there any other ways in which this nominee has distinguished himself or herself, give specific examples:


**Team** - We respect one another, come to work each day with a positive attitude, and create a favorable work environment. We value the strength that a diverse team creates. We value open and honest communication. We celebrate our successes and have fun!

**Organizational Integrity** - We operate with the best interests of the College in mind. We follow the rules. We value honesty, ethics, and transparency. We take ownership and personal responsibility for our actions. We create trust with our customers and each other as an organization.

**Passion for Excellence** - We pride ourselves on providing outstanding customer care and in making each impression a positive one. We value quality, service, and professionalism. We are risk-takers who take initiative and value innovation and continuous improvement.

**Stewardship** - We manage resources efficiently to create and preserve value for our customers. We value safety and make it a key priority. We take care of the environment and provide campus leadership in sustainability.