



United States Department of the Interior
BUREAU OF LAND MANAGEMENT

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In reply refer to:
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To: All Managers and Supervisors
From: Deputy State Director, Support Services
Subject: Non-Monetary Awards Policy

The Department of Interior (DOI) issued Memorandum, dated November 21, 2012, to clarify and communicate changes to the Department's awards policy found in 370 DM 451.5 as it pertain to non-monetary awards.

Effective immediately, California will adhere to the Department's changes concerning non-monetary awards.

The major change to the policy is that the upper limit for non-monetary recognition within the DOI is now \$50 cash value annually per employee. Items that exceed \$50 cash value may not be provided as a non-monetary award.

If you have questions, please contact Virginia Horton, Human Resources Assistant, at 916-978-4472 or Julia Lang, Procurement Analyst, at 916-978-4527.

Signed by:
Karen L. Barnette
DSD, Support Services

Authenticated by:
Richard A. Erickson
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Attachment
1. DOI Memorandum (2 pp)