



United States Department of the Interior
BUREAU OF LAND MANAGEMENT
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To: All Oregon/Washington Employees

From: Associate State Director

Subject: HRDC Employee of the Year

DD:01/27/2006

The OR/WA Human Resource Development Committee (HRDC) is requesting nominations for the annual Employee of the Year awards.

All employees have an opportunity to recognize an outstanding co-worker who, in your opinion, is doing an exceptional job and should be acknowledged for it. The eleven (11) winners, selected by their own district HRDC, will receive special recognition from the State Director and a cash award in the net amount of \$200.00.

In order to nominate a deserving individual for this recognition, use the attached nomination form (Attachment 1). Giving specific examples of how or what the individual has accomplished will assist your district HRDC in making a selection. Return all nomination forms to your local HRDC representative by January 27, 2006. Final selections will be made by your district HRDC consistent with the attached award criteria instruction (Attachment 2).

Thank you for your participation and continued support.

Districts with Unions are reminded to notify their unions of this Information Bulletin and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
Kathy J. Eaton
Acting Associate State Director

Authenticated by
Mary O'Leary
Management Assistant

2 Attachment(s)

- 1 - [Employee of the Year Form](#) (1p)
- 2.- [HRDC Award Criteria Instructions](#) (1p)

Distribution

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