

## Reward & Recognition (Pat on the Back Award)

**1. Objective:**

To encourage employees to develop/ improve and bring innovation into systems and processes to enhance effectiveness of Shoolini's research, academics and operations.

**2. Criteria:**

- ✓ Any idea to improve existing processes that improve quality/ effectiveness
- ✓ Any idea for value engineering or cost cutting in any field and its implementation
- ✓ Significantly exceeding role expectations and showing complete ownership
- ✓ Putting new ideas at work and implementing them for achieving vision of University

**3. Process:**

- a) Presentation of the idea and its subsequent implementation
- b) Nominations for this award can be made directly to the HR Head/ Deans/ HOD's/Directors.
- c) HR will discuss all nominations of the month with some combination of the Registrar, Pro Vice Chancellor, Vice Chancellor, President, Vice President, concerned Dean and the CFO.
- d) Names of winners will be declared every month (subject to applications)

**4. Award:**

Pat on the Back Award will comprise of:

- a) Laminated 'Pat on Back' certificate signed by the Vice Chancellor
- b) Amazon vouchers worth Rs. 5,000/-