Questions and Answers:

Q: Why are there six different award categories?
A: Each award has unique eligibility criteria to ensure every employee has an increased opportunity to be considered for an award.

Q: How do I nominate an employee or co-worker?
A: The nominator must complete the Employee Recognition Nomination Form which can be found and submitted electronically on the OFMD website at facilities.med.wustl.edu. If the nomination is a result of a customer accolade, please attach customer's memo or email to the nomination form and no further explanation will be needed.

Q: Who can be nominated for an award?
A: Eligible employees include all exempt and non-exempt regular employees. Ineligible employees include those on leave without pay or those with disciplinary actions within the last twelve months. Employees from the Division of Comparative Medicine and OFMD leadership (director level and above) are eligible; however, in both cases, the award recipient cannot receive the cash award but will be recognized.

Q: Will there be an annual recognition event?
A: Yes, there is an Annual Employee Recognition and Holiday Event every year.

PRIDE Core Values - PRIDE

We will act with Professionalism at all times by being approachable, supportive and accountable. We will take responsibility for the quality and completion of our work, act with responsibility and work to solve problems.

We will show Respect for ourselves and for others by acting with self-respect, accepting personal responsibility for our actions, showing compassion and empathy for others and respecting each experience for what it is; we will not judge and will not promote gossip.

We will act with Integrity by being honest, trustworthy and doing the right thing.

We will serve WUSM and the surrounding community with Dedication acting as stewards of the environment, ensuring that all physical assets are turned over to the next generation with an increased value.

Our work will be done with the goal of Excellence – we will develop a unified facilities and safety services organization working to become a benchmark that all others will want to model, ensuring the customer is always at the forefront of our mind.

For additional information, please contact:
Paul Banda, OFMD Program Manager
Campus Box 8010
314-273-4988
bandap@wustl.edu

Printed on 8/14/19 WU OFMD
University Recognition Programs:

- Dean's Distinguished Service Award
- Length of Service Award
- Central Administration Employee Appreciation Picnic
- Central Administration Holiday Celebration
- Chancellor's 25 Year Service Award

For information on WUSM benefits, please refer to the Employee Handbook found at https://hr.wustl.edu/wusm/.

OFMD Recognition Awards:

Team Award
To recognize a group of people with a full set of complementary skills used to complete a task, job or project.

Community Service Award
To recognize and honor persons who are making significant contributions to their community through their time, actions, talents and dedication within or outside of WUSM.

Innovation Award
To recognize and honor persons who develop a new idea or practice which improves department processes, services, technologies, etc. resulting in increased productivity, better customer service, etc.

PRIDE Core Values Award
For consistently demonstrating OFMD’s core values of (PRIDE) Professionalism, Respect, Integrity, Dedication and Excellence.

Leadership Award
For consistently serving as a role model who inspires others to be innovative and to achieve common goals while building and improving the knowledge and capabilities of the workforce.

Kudos Award
For positive feedback, praise received and acknowledgement of customer service.

How Do I Nominate an Employee?

The nominator must complete the Employee Recognition Nomination Form which can be found and submitted electronically on the OFMD website at facilities.med.wustl.edu or by obtaining a paper copy from their supervisor and mailing the form to Campus Box 8010.

OFMD Annual Employee Recognition and Holiday Event:

This annual event for all employees is held in early December to recognize all previously awarded employees and to celebrate the accomplishments of all OFMD employees.

Our Core Values - Professionalism - Respect - Integrity - Dedication - Excellence