



**"We must promote a supportive team environment in which each employee strives to do the best job possible...."**

### **MTA Introduces new 'Employee of the Quarter' Recognition Program**

(March 9) Giving recognition where recognition is due – whether to an individual or to a team of employees. That's the goal of the MTA's new "Employee of the Quarter" program.

The program began this month as posters, brochures and nomination forms were placed at operating divisions and in kitchens on each floor of MTA Headquarters. The new program replaces the Employee of the Month program, started in 1996.

"The program recognizes individuals and teams who have shown they are capable of a high-quality work product," says Ray Inge, executive officer, Human Resources. "It rewards those who work well with others in achieving goals, who are dependable, who show initiative and who are highly motivated."

The criteria for team awards also include significant improvement in team performance, improvement in the team's goal, leadership by team members and completion of a team's objectives. Each member will receive all the honors accorded the team.

#### **Better employee recognition**

"With these criteria and by improving the quality of the awards, we should be able to provide better recognition to those selected as Employee of the Quarter," says Employee Activities Manager Diane Delaney-Talton.

Employees below the director level who have been with the MTA at least six months may be nominated. Any employee may nominate another full-time, regular employee, team or group of employees, or themselves, for a quarterly award.

Nominations must be approved by the department head, who then must forward it to the executive officer. The Employee of the Quarter selection committee will review all nominations and select an employee or a team from each unit to be honored for the quarter.

Employee of the Quarter selectees will receive personalized awards from their executive officers. They will be invited to lunch with the CEO and their photos will be mounted in the cafeteria lobby and will appear on the Intranet. Each single honoree or team member also will receive a gift basket with logo shirt, coffee mug and pin.

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