



## **SAMPLE EMPLOYEE RECOGNITION**

**Here is a sample recognition that can be used in your employee newsletter, reproduced as a memo in paycheck envelopes, or tailored to meet your needs. You may also use it as a short speech at an employee gathering or post it on your intranet.**

### THANK YOU FOR KEEPING THE LIGHTS ON

From Oct. 4-10, (*Utility name*) is celebrating Public Power Week (#PublicPowerWeek) along with more than 2,000 other community-owned, not-for-profit electric utilities nationwide.

Reliable, safe, affordable electricity is what public power is about, and it's what (*utility name*) delivers year-round. It's important to tell our community why public power is the right choice. But right now, I want to recognize YOU — the team that continues to work hard during the challenges that we have encountered this year to keep our community's power on.

Public power thrives because we are community-owned and governed by local decision-making, and—most importantly — because we are staffed with hardworking employees like you who care about the community and take pride in serving our friends and neighbors in (*community name*).

With your hard work and dedication, we've accomplished much: (*Discuss activities, milestones, and system improvement activities*).

During the past year, you and your colleagues have also made many contributions to our community, above and beyond your daily jobs as we power on. (*Discuss employee volunteerism, fundraisers, and contributions above and beyond normal job duties*)

We appreciate all that you do and hope you enjoy working here. Please share your thoughts and ideas about how (*utility name*) can better meet your needs.



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Keeping the lights on is a 24-7 commitment. Thank you for living up to it.