



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 TO YOU: THE PEOPLE BEHIND THE POWER

From Oct. 3-9, *(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 people behind public power who remain committed to keeping our community's lights on.

All of the departments at *(Utility name)* play a key role in keeping our community up and running daily. From human resources to accounting and finance, public relations to administration, and field supervision to engineering and operations, every single person can be counted 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)*



Your hard work does not go unnoticed. 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.

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