

Nova Scotia Government – Employee Recognition Framework

The Government of Nova Scotia values its employees and recognizes and appreciates them for the achievements and contributions they make in support of government's values and overall business goals and objectives. Employee recognition in the Government of Nova Scotia includes two main components:

1. A corporate component that includes government-wide recognition activities/programs.
2. A departmental component that includes department-specific recognition activities/programs.

Examples of corporate recognition activities include; Premier's Award of Excellence, Long Service Awards for 25, 30 and 35 year service milestones, and Provincial Public Service Week activities. Examples of department recognition activities include; Minister Awards, Staff Appreciation Awards, Recognition of 5, 10, 15 and 20 year service milestones, and day-to-day gestures of appreciation and acknowledgement.

Recognition activities can be categorized as either formal or informal. Formal recognition refers to structured, scheduled activities or events with specific criteria used to recognize employee contributions for desired performance (e.g. Premier's awards, Minister's awards). Informal recognition refers to day-to-day gestures of sincere thanks from managers and colleagues about positive employee performance (e.g. written or verbal thank you from one employee to another, office bulletin boards). Research indicates that informal recognition affects an employee's identification with an organization and has the greatest impact on employee engagement. The most effective recognition programs combine both formal and informal recognition activities.

Government's Employee Recognition Policy supports employee recognition activities across government and outlines corporate and department components and accountabilities. The Public Service Commission is responsible for leading corporate recognition activities, and Deputy Heads are responsible for leading department-specific recognition activities. The policy, guidelines and toolkit are part of the corporate [Employee Recognition Framework](#) that provides the foundation for recognition programs in government and promotes consistency in recognition practices across departments. This overall structure for corporate and department recognition builds upon the success of recognition activities currently taking place in various government departments, and supports two of our [Corporate Human Resource Plan 2005-2010](#) goals.

The Corporate Human Resource Plan has identified providing a safe and supportive work environment for employees as one of its five goals. To achieve this goal, the PSC has adopted the National Quality Institute's (NQI) comprehensive [Healthy Workplace Model](#). In the NQI model, employee feedback and recognition/rewards are encouraged as a means to creating a positive workplace culture and supportive environment for employees.

The Corporate Human Resource Plan 2005-2010 has also identified being a preferred employer as one of its five goals. To achieve this goal, various [Attraction and Retention Strategies](#) have been outlined. Employee recognition has been shown to enable the drivers of attraction and retention. A core activity of government's retention strategies is the development of employee recognition programs.

Why is a recognition program important to senior leaders?

- ★ Enhances employee engagement
- ★ Better positions government to attract and retain talent
- ★ Contributes to the achievement of business goals and objectives
- ★ Supports [Public Service Values](#)
- ★ Responds to employee survey results

Why is a recognition program important to managers?

- ★ Assists managers to recognize and communicate positive behaviours
- ★ Contributes to the achievement of department goals and objectives
- ★ Assists managers to provide a more supportive work environment
- ★ A means to improve employee morale
- ★ Fosters initiative and creativity

Why is a recognition program important to employees?

- ★ Makes them feel valued for who they are and the work that they do
- ★ Contributes to a more supportive work environment
- ★ Promotes more consistent recognition
- ★ Satisfies need to be recognized
- ★ Fosters open communication