

# TOP TEN SIMPLE WAYS TO SHOW APPRECIATION TO YOUR EMPLOYEES

1. Send e-mails to praise employees for jobs well done and share positive remarks received — copy peers and key managers.
2. Recognize/promote individual creativity, ideas, and suggestions.
3. Write about exceptional employees and have the articles published on IBCnet.
4. Give Certificates of Appreciation signed by your Associate Director or the IBC Director.
5. Nominate outstanding employees for IBC Employee of the Quarter/Year.
6. Give monetary/time-off awards for “above and beyond” performance.
7. Nominate exceptional employees or work groups for the IBC Director or Directorate Coins.
8. Celebrate employee events and milestones (i.e., 10-, 20-, 30-year pins).
9. Give non-monetary awards.
10. Say “*Thank you!*” (Often the simplest expression of gratitude means the most.)

**Know what motivates your employees and show appreciation accordingly!**