### SERVICE RECOGNITION SCHEME

### **Purpose and Scope**

This scheme is designed to recognise extended service given by all Perth & Kinross Council employees on reaching 20, 30, 40 and 50 years' of service.

#### **Entitlements**

>	20 years' service	vouchers to the value of £50 for national / local retailers
>	30 years' service	vouchers to the value of £150 for national / local retailers
>	40 years' service	vouchers to the value of £250 for national / local retailers
>	50 years' service	vouchers to the value of £500 for national / local retailers

## **Qualifying Service**

The service which is counted for calculating entitlements to a Service Recognition Award is continuous service with Perth & Kinross Council for employees who transferred to Perth & Kinross Council on 1 April 1996. This includes continuous service with its predecessor authorities, namely Tayside Regional Council and Dundee City Council, and constituent authorities prior to 1975.

The date used to calculate eligible service will be up to 1 September of the current year.

#### Career Breaks

Service by employees who have taken a career break for maternity or carer leave reasons only will also be considered subject to the following;

- 1. No paid employment was entered into during the intervening period(s).
- 2. The total duration of the break(s) does not exceed 10 years.

Service before and after the break(s) is included in the calculation of the total qualifying service although the period of break(s) is excluded.

# **Implementation**

Eligible employees will be invited to attend an annual corporate event which will normally take place in November to mark the occasion. Employees will be presented with their vouchers and a token gift from the Provost or the Chief Executive or, in exceptional circumstances, a nominated senior Council Officer.

Employees who leave the Council during the year they achieve 20, 30, 40 or 50 years' qualifying service but prior to the corporate event will still be entitled to receive vouchers to the appropriate value in recognition of their extended service upon request.

Certified: November 2018 Service Recognition Scheme
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