



Department of Buildings and General Services Nomination Form - Employee or Team Recognition Award

(To be completed by person requesting nomination)

Name of Nominee or Team:

Team Members:

Division:

Other:

Considerations that led to this nomination:

Nominator:

Instructions for Nominator: Click on the submit button below and press send.

BGS Director (please complete)

BGS Director name:

Today's Date:

Recognition Approval:

Accept

Decline

Comments:

Reward Type:

Instructions for Manager: Click on submit button below and press send.