In order to encourage improved work practices and a better work environment, the ODU Research Foundation is proud to announce:

The



Spot Recognition Program

This program provides for immediate recognition for on-the-spot instances of exemplary work conducted by ODURF employees. Awards can be presented by anyone for acts that embody ODURF's Five Hallmarks of Excellence:

<u>Quality of Work</u> – Consistently produce the desired level of service by providing high level, accurate work with noticeable attention to detail, effective problem solving, and taking pride and ownership in tasks.

<u>Customer Service</u> – Responding to the needs of the University and research community by providing quality core service and extraordinary customer treatment.

<u>Teamwork</u> – Mutual contribution and commitment to support the University's research objectives by doing work that contributes to the enhancement of the whole.

<u>Leadership</u> – The ability to listen, translate, decide, and motivate others. It is not the office that you hold or the job that you do, but rather the professional manner with which you approach your involvement in a project or task.

<u>Innovation</u> – Introduction of a new idea or improved process that supports the mission of ODURF in a way that results in great service, value, or cost savings provide to the organization or customer.

These recognition cards are easy to complete. All you need to do is write the name of the Honoree, a short description of the commendable act, sign, and deliver to the recipient. You can do this in person or leave in the recipient's mailbox.

Now is your chance to recognize that fantastic person you work with!

Give out a High Five Today!