# Reward and Recognition

## Awards for Excellence

An Award for Excellence can be recurrent i.e. pensionable advancement to the next point on the incremental scale (circa 3% salary increase); or

Non-recurrent i.e. a non-pensionable lump sum to the value of either one or two increments (typically 3% or 6% of salary).

It is at the discretion of the department as to whether a lump sum of one or two increments is given. Guidelines are provided below on differentiating between the payments.

### One increment (circa 3%):

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| --- | --- |
| * Impact: | Clear and measurable contribution to team or departmental success |
| * Complexity: | Demonstrated initiative and problem-solving beyond standard duties for example when leading or contributing to projects |
| * Scope: | Impact is primarily within the team |
| * Duration: | Sustained over a short period of time within the year, for example 3-6 months |

### Two increments (circa 6%):

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| --- | --- |
| * Impact: | Transformative impact on processes, systems or culture which is likely to have impact beyond the department |
| * Complexity: | Demonstrated innovative thinking or leadership with influence across functions |
| * Scope: | Impact is within the department or beyond reaching across the department/division/University |
| * Duration: | Evidence of an ongoing contribution over 6-12 months |