



**Merit Mug
Selection Form**

***TRUST – RESPECT – ACCOUNTABILITY – INTEGRITY – TEAMWORK
– SAFETY – PERSEVERANCE***

Do you have an employee who works hard every day and gives you a rock-solid effort regularly? An employee who consistently exemplifies the kind of performance that illustrates the F&S values of Trust, Respect, Accountability, Integrity, Teamwork, Safety, and Perseverance? If you do, the **Merit Mug Award Program** provides a way for you to recognize and reward that employee's efforts.

Explain or provide a detailed example(s) of why this individual exemplifies one or all of the F&S values and should be recognized with a Merit Mug.

Please fill in the information below regarding your selection. The **award form can either be sent to Linh Quach bquach@illinois.edu, or delivered to an ER/HR administrative staff representative in ER/HR in PPSB 135. Also, a copy needs to be forwarded to Customer Relations & Communications fscustomerrelations@illinois.edu.**

Person nominated: _____

Your name: _____

Reasons – please indicate the value(s) and your example(s) in the box below. This information will be used for a mention in the F&S Dispatch and other internal communications.

- **Trust:** We will believe in the best of everyone and treat others as we would like to be treated.
- **Respect:** We will value our employees and foster a work environment that promotes respect, dignity, and the worth of each individual.
- **Accountability:** We will be accountable for our actions and good stewards of our resources.
- **Integrity:** We will be honest, do what is right, and keep our promises.
- **Teamwork:** We will work together to achieve common goals.
- **Safety:** We will work to ensure the health and welfare of our employees, customers, and the community.
- **Perseverance:** We will personally demonstrate dedication, tenacity, and endurance in accomplishing our work for the university.