

CHAPTER 11

AWARDS

INTRODUCTION 11.0

The SES Awards System encourages high quality performance and provides recognition for outstanding accomplishments.

Coverage 11.1

Career SES employees are eligible for performance awards and Presidential Rank Awards.

All SES employees are eligible for incentive awards.

Types of Awards 11.2

There are three types of SES Awards:

- o Performance awards
 - Career SES members with outstanding or superior performance ratings are eligible for SES performance awards.
 - Nominations submitted by Assistant Secretaries are reviewed at the completion of the performance appraisal cycle by the PRB.
 - The PRB makes recommendations to the Secretary who has final authority to approve the recipients and the amounts of awards.
 - The payment of performance awards is based on legislation and OPM guidelines issued each fiscal year.

- o Presidential Rank Awards
 - These are annual awards which recognize sustained extraordinary accomplishments by career executives over a period of at least three years at the SES level, or equivalent, in the Federal civilian service.
 - The nomination of an executive for a Presidential Rank Award is prohibited

for at least one year after he/she receives a Presidential Rank Award.

- An executive must have received an outstanding performance rating in the previous fiscal year to be eligible.
 - Eligible executives may be awarded one of two types of awards:
 - (a) Distinguished Executive, with a \$20,000 lump-sum payment; or
 - (b) Meritorious Executive, with a \$10,000 lump-sum payment.
 - OPM requests that nominations for the awards be submitted by April 15.
 - The PRB makes recommendations to the Secretary, and the Secretary selects nominations for OPM consideration.
 - OPM recommends nominations to the White House, and the President selects award recipients.
- o Incentive awards
- These are awards which recognize superior achievements which are not based on job elements and performance standards. These awards cannot be used to reward sustained superior performance of SES career or noncareer employees.

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- Eligible executives may receive the following awards:
 - (a) Honorary awards, for achievements reflecting credit upon the Department and the Federal government;
 - (b) Superior accomplishment awards, for a specific one-time achievement or invention; and
 - (c) Suggestion awards, for recommendations which improve the efficiency and effectiveness of the Federal government.
 - The Comprehensive Personnel and

Training Manual provides detailed
information on incentive awards.

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