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|  PERFECT ATTENDANCE BONUS  | NO. 444 |
| PROCEDURES:We are in a business which provides specialized care and services to our many residents 24 hours a day, seven days a week. The schedules for the residents, as well as the staff, are prepared well in advance. If staff members are unable to come to work as scheduled, changes may be required to provide continued quality care.With this in mind, Winning Wheels offers additional financial incentives to those who do not miss any scheduled work days. Any employee who works three months without a call off and reports to work each scheduled work day without being tardy is rewarded with a $50.00 perfect attendance bonus. The bonus-periods are October 1st to December 31st, January lst to March 31st, April lst to June 30th, and July lst to September 30th.Any employee who works six months without a call off and reports to work each scheduled workday without being tardy will be eligible for the perfect attendance drawing as an added reward. (Drawing bonus periods are October lst to March 31st, and April lst to September 30th).All employees are eligible whether salaried or hourly; ineligibility will be for sickness, personal time off, leave of absence, bereavement, day care closing, or the like. Scheduled vacations and observed holidays will not create ineligibility, nor will days specifically designated by administration (e.g. snow days). |
| Approved: | Effective Date: | Revision Date | Change No.: | Page:  1 of 1 |