

Above and Beyond Nomination Form



We are honoring individuals who have made unique, exceptional contributions and outstanding achievements in the past year.

Awards Program:

MetCap Living Management Inc. invites employees to honour MetCap's best. The Above and Beyond awards were created to acknowledge individuals who through their efforts made outstanding and extraordinary contributions towards the betterment of MetCap Living and or the community they work in.

Eligibility:

- All permanent, full-time employees who have served for at least twelve months as of May 15, 2007 - May 15, 2008 are eligible for the honor.
- No employee is eligible for any of the awards for two consecutive years.

Nomination Procedure:

Any MetCap Living employee can submit a Above and Beyond Awards nomination. Please share * a story or reason why you are nominating the employee for an Above and Beyond award. Your acknowledgment should be no less than 100 words.

Please consider in your comments

- Description of the impact the individual has had on their respectable community
- Special qualities, Skills and/or characteristics
- Contributions made and why they are significant to the everyday MetCap environment.
- Or, just tell a story which gives an example of what nominee did to make you want to nominate them.

You can nominate up to 3 different staff members, one employee per form.

Please do not submit just a name, that information isn't enough to qualify that individual

If you require assistance, please contact Ryan Santos from Human Resources and he will help guide you.

Nomination Deadline:

Nomination applications must be received by Head office, Human Resources **no later than May 30, 2008**

Please note: any nominations received after the above-mentioned due date will not be accepted.

Award Presentations:

Above and Beyond Awards will be presented at the 2008 MetCaptivating Event being held at the Fairmont Royal York Hotel, Concert Hall on June 12, 2008.

Nominations:

Submit this nomination form with supporting comments to the recognition committee c/o Human Resources.

Date	May 2008
Name of nominee	
Title	
Department	

I nominate the above-mentioned individual based on the following criteria within the time frame of May 15, 2007- May 15, 2008:

Nominated by	
Title:	
Department	

Please use below box to document your story or reasons for you nominations.

* Story or Reasons:
(no less than 100 words)