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1.0 POLICY

- 1.1 Three Links Care Society is committed to improving the wellness of their team members through its ongoing priority to create, maintain, and nurture a Quality Team.
- 1.2 The Wellness Committee will improve team member wellness through initiatives including the Three Links Care Society (TLCS) Reward Program.
- 1.3 The purpose of the TLCS Reward Program is to recognize our team members based on a lottery and merit system.
- 1.4 This program applies to Three Links staff members and contractors (excluding management) that have worked a minimum of 250 hours in the last 12 months. All of these individuals are eligible to gain an entry in the system.
- 1.5 To obtain further entries, team members can complete nomination forms for their colleagues, which the Executive Committee will take into consideration.
- 1.6 Executive Committee members will periodically pick a name out of the lottery, and the winning team member will receive reward(s) (value of \$2500) of their choice out of the following categories:
 - A travel voucher for a trip to a location of their choice (e.g. flight; hotel)
 - Home improvement (e.g. appliances; furniture)
 - Electronics (e.g. computers; phones; television)
 - Fitness (e.g. home gym equipment; fitness class membership)
 - Food (e.g. gift card to grocery store; meal prep service; food delivery service)
 - Fuel (i.e. gift card)
 - Education (e.g. tuition; textbooks)

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- 1.7 The winning team member can also decide to receive multiple rewards from the above categories, so long as they do not exceed the amount of \$2500.
- 1.8 The winning team member should redeem their benefit(s) within the first 12 months from the date of receiving the award. If they are unable to redeem their benefit(s) within this time frame, they can appeal to the Executive Committee.