Infrastructure Properties and Planning (IPP)
Employee of the Quarter Nomination Form

The IPP Employees of the Quarter program recognizes three employees or teams each quarter that go “above and beyond” their normal duties to accomplish something exceptional. The IPP Employees of the Quarter should continuously exhibit the IPP organizational values of Truth, Respect, Excellence, Teamwork, and Integrity.

Please fill in all information. Fields with an * are required fields.

*Nominee: ____________________________________________________________
*Nominee’s job title: __________________________________________________
*Nominee’s Department: ________________________________________________
*Your Name: _________________________________________________________
*Your Department: ___________________________________________________

1) Why are you nominating this person or team for the IPP Employees of the Quarter award? Include reasons for nomination, description of employee’s actions that led to the nomination and please include as many supporting details as possible. Please also describe how the actions contribute to IPP success and mission. *

2) Describe how the employee’s actions are above and beyond their regular job responsibilities. *
3) How does the nominee(s) demonstrate the IPP values listed above? *

4) Are there any other factors that the committee should consider about why the nominee(s) deserves the award? *

Feel free to attach additional documents supporting your recommendation of the nominee.

Return via email to: IPPrc@cornell.edu or you can drop off your nomination in the VP IPP mailbox located in Customer Services. You may be contacted by a member of the IPP Awards Committee for more information regarding this nomination. Bill Sitzabee, Donna-Marie Parker, Deborah Redman, Erik Eshelman, Joe Remillard, Julie Parsons, Kristin Gutenberger, Rob Morris, Tom King, Vicki Davis and Pamela Lockwood.

Thank you for taking the time to recognize fellow coworkers and show appreciation for their efforts!