



Natural Resources Conservation Service  
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MAINE INSTRUCTION 360-382 – EMPLOYEE RECOGNITION PROGRAM

**PURPOSE**

To outline the types of Awards and processes used to submit employees for awards under the NRCS awards system. Supervisors and managers must follow these guidelines to ensure that their employee awards are submitted correctly.

**ATTACHMENTS**

Instructions on Employee Recognition Program  
Instructions for Completing the Recommendation & Approval of Awards Form AD-287-2.  
Form AD-287-2 – Recommendation & Approval of Awards

  
JUAN C. HERNANDEZ  
State Conservationist

