

Managers - Recognition at SCo

Recognition at Syensqo

INTRODUCTION

Why this moment matters?

As a Leader you should give recognition to employees throughout their employee journey at Syensqo for their work and achievements, and here's why this is important:

- Recognition and the feeling of being appreciated is key to employee engagement;
- It creates and emphasizes their sense of belonging and relevance - especially during times of change;
- It is part of our culture - it is an opportunity to support Care & Dare leadership, meritocracy and an open feedback culture;
- It is also something very personal and can be emotional - some employees will be comfortable with public recognition while others will prefer more subtle recognition shared in a 1-on-1 environment - this is an opportunity for you as a Leader to know your team, demonstrate empathy, notice differences and play at the strength of employees to motivate them!

The easiest and most common way to provide recognition is by providing regular and continues feedback, also during "check-ins" or more formal way at the "End-of-year assessment" in My HR Services.

While Pay for Performance programs, like the Annual salary review and incentives (bonus), are critical and most common formal recognition programs you need to recognize that those reach only few (key / top performers) employees and usually have a significant time gap between the particular situation that should be recognized and the award being delivered to employees, it is important to focus and recognize your Team members frequently but also when relevant!

Following Group-wide recognition practices are applied commonly:

- Feedback & Performance Management;
- Local recognition tools - check what might be available with your Site HR Partner;
- Cash spot awards - Service Recognition Award - see information below;
- Pay for Performance programs - follow the links to the right.

SPECIAL RECOGNITION AWARD (SRA)

This award program provides a cash opportunity or Special Recognition Award (SRA) to celebrate success and recognize individuals or teams for achievements that are above and beyond what is normally expected from the role.

What to do as a leader?

- The nomination of the employee is done by the Line manager or Project Manager where the employee directly contributes or Site / Entity Leadership teams;
- This person then submits a [request to Service One here](#) (*this link takes you directly to the category of "Special payments & deductions"*).
- If you are accessing this from the Digital Workplace home page then you have to click on "Browse Categories" - click on "Human Resources" - then click on "Pay & Compensation" --> "Special payment & deduction";
- For the approval - this depends on the award amount; small awards are approved by the Line manager. For higher awards - approval of Manager+1 or Head of Entity might be required (see detailed policy below).

SERVICE RECOGNITION AWARD POLICY

Read the policy to find more detailed information on:

- Eligibility;
- Criteria;
- Nomination Process ;
- Amount of the Award;
- Approval Process;
- Communication of Award.

[CLICK HERE TO OPEN THE POLICY](#)

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- [Recognition as part of daily life - Short Managers guide](#)
- [Variable Compensation](#)
- [Fixed Compensation & Annual Salary Review](#)