

PROGRAM SUMMARY**4700**

(Revised 03/13)

The Department of Human Resources (CalHR) is responsible for establishing policy and guidelines for the administration of the State Merit Award Program. The Merit Award Program was established in 1950 to promote employee participation and to save the state money. A Merit Award is an award for an adopted suggestion that results in an intangible benefit and/or identifiable tangible benefit. Suggestions are categorized into three types, improved procedure, improved safety, and cost savings.

The Merit Award Program is also responsible for the administration of the Superior Accomplishment and the Sustained Superior Accomplishment Awards. These awards are for performance resulting in exceptional contribution to improving state government.

In addition, the Merit Award Program is responsible for the administration of the Medal of Valor Awards, which are presented to state employees for Special Acts or Special Service. The Medal of Valor is the highest honor that the state bestows to its employees.