

ARTICLE 5.10: SUGGESTION AWARDS PROGRAM

SECTION 5.10.1: SUGGESTION AWARD PROGRAM (DIBBS).

- (a) Definition. The Do It Better by Suggestion Program (DIBBS) is administered by the DIBBS Committee and the Director of Human Resources. Compensation awards for suggestions shall be provided as authorized in this section. In no event shall interest be paid on any portion of any award.

- (b) Method of Calculation.
 - (1) Monetary Awards Based on Net Savings. Upon finding that a net savings accrues to the County through adopting and placing a suggestion into operation, the following guidelines shall apply:
 - (a) Tangible Savings Awards.
 - (i) The award shall be fifteen percent (15%) of the first year's estimated net savings, up to a savings of \$33,333, with a minimum award of \$50 and a maximum award of \$5,000 per suggestion.
 - (ii) If a suggestion results in a savings greater than \$33,333 in one year, then an additional incentive award of ten percent (10%) per dollar saved above \$33,333 shall be given, up to a maximum award of \$20,000 per suggestion.
 - (b) Productivity Savings. The award shall be five percent (5%) of the first year's estimated net savings, with a minimum award of \$50 and a maximum award of \$1,000 per suggestion.
 - (c) Savings Difficult to Compute. Upon finding that a net savings will accrue to the County through adoption and placing the suggestion into operation, and also finding that there is unusual difficulty in computing such net savings, the Committee may order that the suggestor be paid a preliminary award not to exceed five percent (5%) of the preliminary estimate of the first year's net savings, up to a maximum of \$100. The operation of the suggestion will be re-evaluated after it has been in operation not to exceed twelve months. If, after re-evaluation and re-estimation of the first year's net savings, it is found that a larger award than the preliminary award should be paid the suggestor, the

Committee shall order that the suggestor be paid an additional award equal to fifteen percent (15%) of the re-estimated first year's net savings less the amount of the preliminary award.

- (d) Maximum Award. In no event shall the total monetary award for any one suggestion exceed the aggregate total of \$20,000. Monetary awards of \$10,000 or more must be approved by resolution of the Board of Supervisors.
- (2) Intangible or Non-calculable Savings Award. The award shall be a one-time award of \$50.
- (c) Eligibility. Except for the following, the DIBBS Program is available to all officers and employees (regular and temporary) of the County:
 - (1) Members of the Board;
 - (2) Members of the Committee;
 - (3) The DIBBS Coordinator and assigned clerical staff;
 - (4) Employees whose suggestion is found by the Committee or department head to be within the scope of the normal duties and responsibilities of his/her position;
 - (5) Employees whose suggestion is part of a specific assignment which includes problem identification, analysis and/or solution;
 - (6) Employees in classes designated Executive Management (EM) or Unclassified Management (UM).

(Amended 08/02/85, Ord. No. 6999)
(Amended 07/01/88, Ord. No. 7479)
(Amended 12/13/91, Ord. No. 8014)
(Amended 01/18/08, Ord. No. 9912)

SECTION 5.10.2: METHOD OF CALCULATION.

(Repealed 01/18/08, Ord. No. 9912)

SECTION 5.10.3: ELIGIBILITY.

(Repealed 01/18/08, Ord. No. 9912)

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