City of Milwaukee
CS-77, R. 03/2007

FAVORABLE OCCURRENCE COMMENDATION

Distribute a copy to:

- Employee
- Department
- Dept. of Employee Relations – Pay Services Section

Instructions to Supervisors:

Report outstanding favorable occurrences. Make a complete description of the event, happening or act. The Employee Relations' copy will be retained with the employee's personnel records.

Date: _____

Employee:		Employee ID No:
Department:		
Division:		
Job Title:		

REMARKS:

Supervisor Signature:	
Title:	