

2016 Workplace Excellence Best Practices

Adventist HealthCare

<http://www.adventisthealthcare.com/>

Nonprofit

Healthcare, Medical Services

More than 250 Employees

"Adventist HealthCare has identified five core values that we use as a guide in carrying out our day-to-day activities. They include: Respect: We recognize the infinite worth of the individual and care for each one as a whole person. Integrity: We are above reproach in everything we do. Service: We provide compassionate and attentive care in a manner that inspires confidence. Excellence: We provide world class clinical outcomes in an environment that is safe for both our patients and caregivers. Stewardship: We take personal responsibility for the efficient and effective accomplishment of our mission. Adventist HealthCare has also identified the following six critical success factors imperative to our business: Faith-based. We must be valued as a faith-based organization. Best People, Best Place. We must be the best place for the best employees, physicians, volunteers and partners to work. Safety and Clinical Excellence. We must be the safest place to receive care and we will deliver superior clinical outcomes. Best People, Best Place. We must be the best place for the best employees, physicians, volunteers and partners to work. Patient Experience. We must provide the most extraordinary health care experience for those we serve. Growing Organization. We must be a growing organization in order to preserve and expand our role as a vital community resource. Financial Success. We must be financially successful in order to invest in our people, facilities and services. Safety and Clinical Excellence. We must be the safest place to receive care and we will deliver superior clinical outcomes. Faith-based. We must be valued as a faith-based organization. Adventist HealthCare, with the guidance of these five core values and six critical success factors, strives to be a place of comfort for its patients and a place where the employees can be successful."

BDO USA, LLP

www.bdo.com

For Profit

Consulting/Professional Services, Financial Services/Accounting

More than 250 Employees

At BDO, our goal is not only to attract top talent, but also retain top talent in a workforce that is diverse in gender, age, ethnicity, and values. BDO offers an extensive compensation package and also offers a variety of firm wide initiatives to support a positive work environment: CLIMB - BDO's strategic plan ; Core Values - the foundation of our corporate culture and are essential to everything we do; BDO Counts -

our national umbrella for corporate volunteerism; BDO Green - initiative to create a eco-friendly work environment; Secondment program - allows employees to work at BDO International firms; BDO-U - training center where employees can access over 1200 on demand trainings; My Performance - online performance management system that allows employees to request feedback any time of the year; BDO News - online source for internal news, updated daily; BDO L.I.F.E. - firm wide wellness program; REPLY - employee referral bonus program; CPA perks - reimbursement and certification bonuses; Career Advisors - mentoring program for all employees Inclusion – a strategic umbrella that builds an inclusive environment, enables flexibility and encourages open minds.

Booz Allen Hamilton, Inc

www.boozallen.com

For Profit

Consulting/Professional Services

More than 250 Employees

- Opening of the Learning Lab, is a new facility dedicated to professional growth and development at Booz Allen. It's specifically designed for the way our staff learns today, with integrated technology, collaborative learning spaces, and creative artwork and artifacts to inspire.
- Annual Ideas Festival: A day of innovation sessions, speakers, workshops, awards, and networking with senior leaders.
- Tech Tank: Innovative training and apprenticeship program designed to rapidly build our high-demand technical skills pool.
- Pitch events: designed to help staff mature and refine ideas with feedback. Events range from relaxed, facilitated peer "Pitch Jams" to our Combustion Chamber, a live, "Shark Tank"-like event, where staff get 5 minutes to pitch near-market-ready ideas to a panel of senior partners—with no decks, just their pitch and whatever makes it stand out, from jugglers to a game of Hungry Hungry Hippos!
- The Garage: An online platform where staff post ideas and problems, get feedback, and pose/respond to "challenges."
- Booz Allen's Women's Forum also plays a critical role for women, providing opportunities for skill building, formal and informal mentoring, networking, and community outreach that complement on-the-job competency-building and peer learning.
- Our Military Spouse Forum raises awareness about our military spouses, connects members with other military spouses, and provides opportunities and resources for them to succeed—often in tandem with our Women's, Parent's, FlexWork, and Armed Services Forums.
- The "Connect Tour" headlined our CEO-Elect Horacio Rozanski, who visited 25 locations across the US and overseas, reaching 5,000+ staff directly in highly engaging Town Halls and small groups, plus hundreds more virtually. The Tour gave staff—from Aberdeen MD, to Abu Dhabi—the chance to personally engage with Horacio, ask questions, and share their perspectives. Staff firmwide followed the tour online, viewing photos "from the road" and videos of our CEO-to-be answering staff's questions.
- Marquee sponsorships with the Degas/Cassatt exhibition at the National Gallery of Art, the USS Midway Museum, and the Aspen Ideas Festival provided more engagement opportunities.

Calvert Health System

www.calverthospital.org

Nonprofit

Healthcare

More than 250 Employees

Calvert Memorial Hospital has the unique quality of being a community hospital. This gives our employees the opportunity to give back to the community in which they live. Having the ability to employ those who live in the area we serve, an environment of longevity is established which results in lower turnover rates and sustained employment. We need to be innovative to ensure we can provide the best healthcare services available in the DC Metropolitan area. As a small community hospital, we cannot offer every healthcare service. We have developed innovative partnerships with Johns Hopkins, Georgetown, Washington Hospital Center, Mercy, and University of Maryland to provide leading specialists to serve members of our community. Patients throughout our community can receive the care they need at our Hospital rather than commuting to a hospital further away to receive the care from a specialist from one of the larger organizations that we have partnered with.

Carroll Hospital

www.Carrollhospitalcenter.org

Nonprofit

Healthcare

More than 250 Employees

Carroll Hospital utilizes a number of exceptional programs, endeavors and services to grow workplace excellence. In terms of career growth, our hospital is pleased to present a top-notch mentoring program to all newly hired nursing associates. This program matches nursing students, new graduates and experienced nurses with a veteran nurse (known as a preceptor) in a specialty area, such as medical/surgical, critical care/progressive care, emergency medicine, obstetrics and the operating room. Together, they develop into strong colleagues for our patients throughout the orientation time, a process customized to meet the necessities of each nurse. We train new hires with the sources and wisdom they need to thrive at our organization through a complete two-day orientation process. During this orientation, they meet important people at our hospital and understand their roles, as well as become familiarized to the culture and atmosphere of the hospital as they become knowledgeable of our systems. We offer tuition repayment for those interested in following higher education, and have built partnerships with various colleges and universities to encourage educational opportunities for our employees. Our Carroll Learning Institute was created for upper and mid-level managers to grow their leadership skills. We are continuing to work with the Maryland Healthcare Education Institute, a research and education foundation affiliated with the Maryland Hospital Association, to make available added programs and leadership training for managers. Building a healthier community, educating

people about health risks and helping individuals create healthier habits are at the core of what we do as a community hospital. We also realize that, as health care providers, we need to take care of ourselves so we can care for our patients. Effective January 1, 2015, we no longer hire individuals who use nicotine products. We will maintain our successful results-based wellness program, which is helping our Associates identify and work on risks to their health. With the new Tevis Center for Wellness, we can continue to offer our Associates and the community, free guided imagery sessions daily and the chance to get free nutrition information from our community nutrition educator each week. We continue to partner with a local fitness and wellness center to offer our Associates and their families discounted memberships and access to the latest in cardio and strength-training equipment and exercise classes.

Cassaday & Company, Inc.

www.cassaday.com

For Profit

Financial Services/Accounting

Less than 50 Employees

"Unique Efforts/Benefits • Revenue Sharing Compensation Plan • Profit sharing & Cash Balance plan contributions • Continuing Education Reimbursement Program • Early Release Days around Christmas • Free gym memberships • Charitable giving matched at 200% via our donor advised fund • Team building activities and annual corporate retreats • Employee gifts • Tenure recognition program • Quarterly employee appreciation massages • On site flu shots • Healthy Snacks/Beverages provided at no cost to employees "

Cetrom

www.cetrom.net

For Profit

Technology, Cloud Computing (IT services)

Less than 50 Employees

Unique/Innovative efforts at Cetrom: -Organizational telecommuting model -"Daily Huddle": daily team meeting for all employees to share updates and ideas -Quarterly all-hands team meeting and training, with team activity post-meeting -Yearly company-wide, all expenses paid, 3 day resort trip -Green organization initiatives -80% reinvestment strategy in which 80% of all profits are reinvested back into the company, technology, and employee initiatives. Because of this and our predictable cost model, Cetrom is a stable and profitable business which gives employees a tremendous sense of job security.

Chaney Enterprises

www.chaneyenterprises.com

For Profit

Manufacturing, Building Materials and Supplies, Construction

More than 250 Employees

Our Wellness Plan gives employees the opportunity to work towards discounted insurance premiums for the plan year up to 50% off. The program works off a point system which offers many ways to gain points. The quickest way to gain points is to obtain a physical exam that includes a screening for cholesterol, glucose and blood pressure and follow the doctor's treatment plan for any abnormal results. Other ways to gain points include eye exams, dental visits, wellness seminars, flu shots, gym memberships, mini workshops. We also have a free program called Walking Spree where employees can receive a free pedometer that will link to the Walking Spree website and track their steps, food intake, and workout schedule. Challenges are created and if the employee finishes the challenge they can win cash and prizes. We have bicycles available on-site at the corporate office for employees to use during the day to run their errands, pick-up lunch, get a little extra exercise, or simply for a stress break. There are regular wellness newsletters which go to all homes and are posted addressing many and varied health related topics. We implemented a new TeamPC Banking program which gives employees the ability to convert their weekly TeamPC (bonus) into an equivalent amount of paid leave to be utilized during our slower business periods. Free webinars are offered to our employees and customers on a variety of company, industry or DIY topics such as Concrete 101, Paver Installation, etc. We have an 'employee leasing program' with another company whose busy and slow seasons are opposite of our busy and slow seasons. This program allows our companies to basically 'share' employees during our busy times and thus keeps the employees of both companies working and reduces the need for us to hire additional staff seasonally. We now offer as part of our medical plan free Teladoc services. Teladoc is a service where employees and their dependents can call or video chat with a doctor 24/7. This has helped many of our employees who have regular minor issues like sinus infections or colds and need a minor prescription.

Chevo Consulting, LLC

www.chevoconsulting.com

For Profit

Consulting/Professional Services

Less than 50 Employees

"Chevo continues to commit itself to maintaining a workplace environment where employees feel appreciated for their hard work, their ideas, and their values. Our "Pillars of Chevo's Corporate Culture" philosophy guides our consultants in the core values and principles we rely on: Client Satisfaction, Communication, Consultative Approach, Teamwork, Personal Effectiveness, and Leadership. These

values encompass a business and personal philosophy that engenders a positive workplace, which in turn presents a united front to clients and delivers high quality results, creating client satisfaction and loyalty. Our awards have been developed from these values, and they recognize the hard work of our employees in living up to these standards. We call them AACCE: Annual Awards to Celebrate Chevo Excellence. Chevo also works to better our community: we have quarterly, seasonal, and individual charities that Chevo and its employees voluntarily donate to (Chevo matches all financial donations for each quarterly charity, and we communicate this to employees with each new charity announcement).

- "Pillars of Chevo's Corporate Culture": Booklet educating employees on Chevo's culture
- Jeans for Charity Fridays: Program facilitating donations to various charities throughout the year
- AACCE: Awards acknowledging a years' worth of exceptional work
- Spot Awards: Awards given throughout the year, acknowledging great work on specific projects
- Discretionary Quarterly Bonuses: Earned by employees for a noteworthy quarter
- Flextime and Telecommuting: Promoting a healthy work-life balance for employees
- Semi-Annual All Hands Meetings: Corporate meetings twice a year for Chevo staff to meet and get updated on the company, our philosophy, and progress. "

CNSI

<http://www.cns-inc.com/>

For Profit

Technology

More than 250 Employees

"Dedicated. Focused. Passionate. These three words describe CNSI employees. Working in a fast-paced technology firm, including providing 24/7 system monitoring and data security, requires high-performing individuals who are committed to excellence. As a state and federal IT contractor, we expect the highest levels of integrity in work performance and we encourage innovation from all levels of our employee population. With this in mind, we are a leader in our industry and we are committed to being a responsible employer for our workforce. We are excited for our future and strive to be better in everything we do – including elevating our programs and offerings to the best-practice level. In 2015, CNSI made renewed investments in many key corporate initiatives to support our employee population in new ways, including:

- Employee Wellness Program
- Corporate Social Responsibility (iCare)
- CNSI University – Learning and Development
- Ethics & Compliance Awareness (including Ethics Hotline)
- CNSI Impact & Family Day

Our holistic Employee Wellness program launched in January 2015 and has been very popular among employees. Our approach was to offer a variety of offerings, benefits and resources to encourage employees to be well and live well. In February, our longstanding commitment to Corporate Social Responsibility was formalized under an umbrella program, iCare. Through this program, we created numerous volunteer service efforts for our employees, made local and global charitable donations and built partnerships with local nonprofits. Year to date, we have 69 active employee volunteers who have logged approximately 400 hours of volunteer service. In April 2015, all CNSI offices across the globe celebrated the company's 21st anniversary by 'giving back'. In addition to our corporate office picnic celebration, each office collected

books for children in need. In Maryland, we held additional fund raising activities such as “Hoops for Hunger” and “Cash for Kids” in which employees could participate and raise money for local nonprofits Manna Food Center and NIH Children’s Inn. In 2015, CNSI also formalized our Learning & Development program. Our in-person offerings range from “Onboarding” to “Leadership Academy” and our online offerings range from the required “Harassment Free Workplace” to numerous self-paced technical tutorials. Our Onboarding program welcomes new employees to the company, provides them with the knowledge and training they will need to successfully integrate into their assigned business unit and communicates all benefits related offerings that may impact their personal well-being. Our Leadership Academy focuses on educating managers with executive level training and is focused specifically on management challenges. From providing training on our different product lines to certification training provided to our employees, our learning and development department provides a wide range of multi-platform opportunities for employees career growth. Later in the year, we complemented our Ethics and Corporate Compliance Program with a robust employee communication program. Employees were engaged via email and a live Town Hall meeting. One of the many initiatives arising out of this Program is a new, user-friendly Code of Ethics and Business Conduct Handbook that dictates CNSI’s commitment to doing business the right way. "

CollabraSpace, Inc.

www.collabraspace.com

For Profit

Consulting/Professional Services, Technology

Between 50 - 249 Employees

CollabraSpace makes the company an excellent place to work by understanding our team's need for work-life balance. * Provide flexible scheduling, including the option for telecommuting. * Family focused extracurricular events including Camp CollabraSpace, a 1/2 day technology and engineering program for team-member's children in grades K-8. * Monthly Technical Exchanges led by team-members and industry representatives to expand employee education and encourage collaboration. * We support our team’s passion for charities in our local community and on a national level both through financial support and marketing and social media support of team member efforts. * CollabraSpace contributes 100% premiums to health, dental, life and AD&D for the team member and their whole family, issues annual bonuses, and much more. * Finally, we trust the judgment of our team by providing a \$5,000 bonus for each referral which leads to a new hire. In 2015 we took this a step further. For each referred candidate who was hired an additional \$2,500 went into a pot. Each team member who referred a hired candidate was entered into the drawing for the pot and one team member walked away with the whole pot of \$15,000. Very exciting! And, we got a bunch of GREAT new team members out of it!

College of Southern Maryland

www.csmd.edu

Nonprofit

Education

Less than 50 Employees

College of Southern Maryland is continuously working to improve our work environment. Employees are encouraged to join committees and give feedback in a variety of ways. Semi-annual PACE (Personal Assessment of the College Environment Surveys) provide leadership with ideas for improvements. Employees are also encouraged to provide feedback via an online feedback system. The Executive staff reviews these feedback items and responds to them promptly. Much of the feedback received through various channels has led to new training offerings, new programs, and other new directives. Employee accomplishments are celebrated in many ways: Awards are given in multiple categories and employees are nominated by their peers and/or supervisors. The entire community also participates in many community-service endeavors - from food drives, to assembling backpacks for children, to supporting military both here and overseas, to blood drives, etc.

Discovery Communications, LLC.

<https://corporate.discovery.com>

For Profit

Media, Telecommunications

More than 250 Employees

Below is a snapshot of Workplace Excellence best practices employed by Discovery. More detailed information can be required upon request. - Onsite medical clinics - Onsite daycare - Support for new and expecting mothers - 10 days of subsidized backup care - Mental health first aid - Onsite health and exercise classes - Quarterly fitness reimbursements - Flexible work options - Summer hours program - Concierge service - Corporate discount program - Onsite dry cleaning - Onsite meal delivery - Mentoring programs - Cultural celebrations - Food cart events - Creative speaker series - Creative workspaces - Social media integration - Numerous philanthropic events/causes - Employee Assistance Program - Employee Resource Groups - Employee stock purchase program - Recognition programs - Employee ethics hotline - Quarterly newsletter - Biennial employee opinion survey - Online learning management system - Tuition reimbursement and much, much more...

Dynaxys LLC

<https://www.dynaxys.com>

For Profit

Financial Services/Accounting, Technology, Hosting, Software Applications, Development, Mobile Applications

Between 50 - 249 Employees

"The health and mental wellness of employees is extremely important to Dynaxys. We have a long rich history of having programs that cater to improving the health of the employee. Our EAP provider assists with providing advice on a variety of topics from elder care to teen substance abuse. Our motto is "if the family is healthy physically and mentally, the employee will be as well." Along with EAP we offer incentives for employees to quit smoking. Other benefits and programs Dynaxys has offered throughout the year are:

- Smoke-free campus
- On-site defibrillator
- Spousal opt-out savings
- Company sponsored on-site flu shot clinic
- Health improvement lunchtime lectures
- Distribution of health newsletters
- Healthy drink and snack alternatives in the vending machines
- On-site CPR certified personnel
- On-site showers for employee use after working out "

Engolve PeopleCare

www.engolvepeoplecare.com

For Profit

Healthcare, Technology

Between 50 - 249 Employees

Our wellness program is now in its fourth year, having progressed from an internal "homegrown" version to the version that was adopted by our corporate parent. We continue to strive to live our corporate mission: "We passionately believe in the fundamental right for individuals to live a happy healthy and balanced life." We care about our clients and our vendor partners, but most of all, we care about each other. That's why we listen hard to each and every employee, whether it's an expectant mom, a single guy in need of a kickball team, a recent empty-nester or a first time dad. We are small, but we try to reward each and every employee with the policies and benefits to support their fundamental right to a happy, healthy and balanced life. Our wellness program mirrors our company growth and success. In the past year, we've made many important changes in order to address our diverse and dispersed workforce. Among these are: —Wellness portal upgrade to the comprehensive "Healthy Pathways" program. —We've incentivized health assessment, onsite biometric screenings (and remote), health challenges, and a host of other activities from which individuals can choose what's meaningful for them. —Our group health plan is now segmented into three plans: Medical, Dental and Vision (before it was all or nothing), but now you can enroll in all or just some. We also offer a robust array of benefits including a Health Savings Account, a Flexible Spending Account, and employee stock purchase plan. —We continue to support a reimbursement policy for employees seeking the Certified Health Education Specialist or Master Certified Health Education Specialist, reimbursing for these critical certifications at 100%.

Family Services, Inc.

www.fs-inc.org

Nonprofit

Social Services, Nonprofit

More than 250 Employees

At Family Services, Inc. (FSI), we are committed to building a culture that values and celebrates diversity and inclusion in addition to creating a trauma-informed environment. We believe this practice has allowed us to recruit and retain employees that bring various experiences to our workplace and to the communities we serve. Creating a collaborative and comfortable work environment that educates and respects all differences is a key component in creating a diverse and inclusive culture at Family Services. Our annual activities include Halloween Hustle 5k/Fun Run Health & Wellness Fair Flu Shots Employee Service Committee Holiday Party All Staff Retreat Continuing Education Reimbursement Free Counseling Services Tickets to Sporting Events for Staff and their Families Family Services understands the importance of each employee being valued and respected in order for them to be fully committed to the workplace. Based on employee feedback, we have implemented programs, services, activities and special events that address and balance work, life, health and community concerns. In addition to creating a workplace excellence environment, FSI has implemented a wide-range of health and wellness programs offered on-site. In 2015 we were recognized by the National Council for Behavioral Health as a Trauma-Informed Organization. By addressing trauma, we help our organization improve the quality and impact of services, increase safety for everyone, reduce no-shows, enhance client engagement and avoid staff turnover and burnout rate. It also helps us recognize, understand and address our own personal traumatic experiences or stress created by working within the human services field and how this might impact our emotional and physical well-being. By being a TIC organization, its acknowledged that FSI actively works to implement systems of care to cultivate a physical environment that is healthy and soothing. At the same time, FSI continue to create a "behavioral environment" where staff (clinical and non-clinical) convey dignity, respect, hopefulness, and the opportunity for choices and empowerment among consumers to occur.

Federal Realty Investment Trust

<http://www.federalrealty.com>

For Profit

Real Estate

More than 250 Employees

The culture at the Trust combines the energy and excitement of a start-up organization with the stability of a successful operating company. We work in a primarily team oriented environment where our employees share a passion for real estate and a strong motivation to succeed. The Trust provides a stimulating environment for employees by providing high levels of motivation, empowerment and

recognition. We work hard to remove any obstacles that hinder creativity. Passion, Team Spirit, High Energy, Empowerment, these are words that our employees use to describe the environment at Federal Realty in recent surveys. We are committed to diversity and believe strongly that an environment of inclusion allows us to attract and retain the very best talent. Importantly, we reflect that diversity throughout all levels of the organization - nearly half of our senior executive team are women and/or ethnic minorities as are three of our seven Board of Trustees, a rarity in commercial real estate. We also are committed as a company to giving back to the communities in which we live and work. Each year the Trust partners with several charitable organizations in our communities. This year, Federal Realty participated in the Leukemia and Lymphoma Society's Light The Night Walk at one of our properties, Rockville Town Square. Light The Night Walk is a fundraising campaign of The Leukemia and Lymphoma Society (LLS) which brings together families and communities to honor blood cancer survivors, as well as those lost to the diseases, and shine a light on the importance of finding cures and providing access to treatments for blood cancer patients. Through the course of a few weeks, we has a team of employees that worked together to lead the fundraising for this event by organizing charity events at the office and spreading the word to all employees about the cause and the great benefits of donating to LLS. We raised over \$14,000 for the Light The Night Walk. Each year, we work with Neediest Kids organization to give local low-income students the basic essentials they need to get the education they deserve, including school supplies, backpacks, and lunch bags. We also host various events at our properties that raise awareness and donations for several charitable organization in the area. During the holiday season, we collect toys for Toys for Tots and we choose a local nonprofit group and hold a charity raffle for employee donations. The Trust matches all donations and presents a check at our annual holiday party. Last year we raised a total of \$28,105 for Autism Speaks last year, and this year we will be donating to CHI Centers, Inc. In addition, we have several training and mentor programs to provide our employees with continued growth and development opportunities.

HDR

www.hdrinc.com

For Profit

Consulting/Professional Services

More than 250 Employees

"HDR has many programs that make it excellent. Three important programs empower employees to make a difference with their local department, provide hands-on opportunities to show company and community support, and offer employee recognition. 1. The first is our TSO program, which is carry out on a department level. TSO stands for Total Service Organization and promotes listening to our clients, improving how we do business and recognizing team member effort and results. Each department applies TSO a little differently depending on their situation, i.e., size, location(s), focus, etc. TSO activities may include community drives (clothing, food, Christmas adopt-a-family, etc.), recognition programs, potluck lunches, networking events, and personal improvement programs and/or trainings, such as learning CPR. 2. The second grass-roots program that is so beneficial to the company and participants is our Green Teams. Green Teams are volunteer committees established by motivated

professionals in our offices. They provide a grassroots effort toward meeting our sustainability goals. Our Green Teams serve as the local champions and promoters of our Sustainable Business Practices by working with local management and employees to communicate, implement and integrate sustainable practices. This awareness provides the best possible economic, social and environmental value to our clients and communities for generations to come. Our Green Teams:

- Assist with implementation of office-level sustainable solutions identified as a part of the “Smart Solutions” program
- Assist in meeting the business practice requirements of the Architecture 2030 challenge
- Identify and implement strategies in our offices to help reduce our carbon footprint
- Encourage employees to participate in our sustainable business practice initiatives
- Share resources and success stories with other offices
- Seek community-level awards and recognition for our office’s sustainability efforts

3. Our Pathfinders Awards of Excellence program recognizes employees whose dedication to quality, innovation and productivity goes far beyond the norm. Our employees drive this award program and are recognized at both the local and company-wide levels. The Pathfinders Committee uses an electronic format for much of the process to reduce the environmental footprint of the program. Awards are presented in eight categories: creativity, process improvement, productivity & performance, leadership, internal client service, external client service, community service and team. "

Holy Cross Health

www.holycrosshealth.org

Nonprofit

Healthcare

More than 250 Employees

We are honored to be the only health care provider in Maryland to receive the "Workplace Excellence Award" from The Alliance for Workplace Excellence every year since 1999. The award is meaningful because it recognizes those elements that are of value to you—like an organization that acts on its beliefs and values, celebrates diversity, empowers employees, operates as a global citizen, and facilitates life and work success. Work-life balance We want you to know this: That we care about you just as much outside of work as we do when you are here. Over the past several years we have made many work-life enhancements for our team.

- Greater flexible scheduling options
- Holiday policy for RNs
- More development and training programs
- Generous tuition assistance
- 24-hour access to employee assistance
- Enhanced benefits
- Cash-balance pension and 403b plan
- Enhanced employee referral rewards
- Student loan repayment program

Honest Tea, Inc.

www.honesttea.com

For Profit

Food and Beverage, Manufacturing

Less than 50 Employees

We offer our employees access to a personal trainer and wellness coach who employees can email, skype, call or meet in-person for health advice, exercise plans, tips, and accountability. We also provide a Wellness Fair and paying for our people to get flu shots and health assessments; paid memberships to Care.com; and more. We're also proud to be a sponsor of the-Don Bosco Christo Rey Corporate Work Study Program, which provides our office with high school interns in exchange for Honest Tea paying part of their tuition. The students learn office skills and get exposure to working for a small business, while helping us out with various projects. Honest Tea has created a "Culture Committee" which meets on a monthly basis to provide suggestions and ideas to keep our corporate culture vibrant and engaged. We've had rock-climbing events, taken the employees to a Nationals game, gone pumpkin picking with them and their families, and other ways to keep us active and involved together.

Hughes Network Systems, LLC

www.hughes.com

For Profit

Telecommunications

More than 250 Employees

- Service awards program with additional time off earned, a gift selection, and a plaque and lapel pin commemorating miles service years. Customized trips for 35 and 40 years of service, full expenses paid up to value of \$5,000 and \$10,000 respectively.
- Service award reception and photographs
- Annual Dinner Dance Celebration recognizing diversity within our organization
- Children's Holiday party with activities, gifts and photographs
- Organized trips to New York City
- Company store merchandise at cost
- Discounted movie tickets, amusement parks, ski tickets, museums, theatrical and musical events, etc.
- Discounts with local restaurants
- Cell phone discounts
- Car rental discounts
- Mileage reimbursement
- Lifestyle Management Programs including weight management, tobacco cessation, and stress management
- Cigna Health Advisor Program offering you a single point of contact for your health related questions
- Subsidized cafeteria at two locations and fax-a-lunch program
- Adopt-a-road participation with free lunch
- Discounted employee programs include Dish TV
- Free Hughesnet service for employees
- Car discount purchase programs with General Motors and Chrysler Motors
- State-of-the-art workstations and software to work with
- Ergonomic evaluations and equipment provided to all employees

IAC Applications

www.iacapps.com

For Profit

Technology

More than 250 Employees

IAC Applications provides a plethora of innovative perks, benefits and programs to enhance the well-being of its workforce, at home and on the job. Thanks to THRIVE, the company's Comprehensive Employee Wellness Program, employees can participate in on-site yoga classes, take midday fitness breaks, sweat through cardio bootcamps and unwind with monthly chair massages. They can feast on healthy breakfasts and subsidized lunches, and purchase fresh vegetables that are delivered to the office on Wednesdays. They can enjoy complimentary membership to an on-site fitness center, or other gym discounts. And, they can take advantage of biometric screenings to see how they're reaping the health benefits of all of THRIVE's fitness and nutrition offerings. In addition, IAC Applications fosters a casual, fun work environment and offers a cornucopia of benefits to promote work-life balance, including summer hours, a paid winter shutdown, and unlimited vacation time. There is no dress code – if employees are more comfortable in jeans and a t-shirt, they're welcome to wear that to work. Employees can bring their dogs to work on the first Friday each month. IAC Applications strives to create a team environment, with happy hours and fun employee events throughout the year. The office features game stations throughout the building, including arcade games and Wii, Nerf guns, ping pong, and more. Employees even participate in tournaments from time-to time! Employees join together to participate in IAC Applications' annual Impact Day, an annual day of employee volunteerism, and go into local schools and after school programs and sit side by side with students to mentor and teach valuable career skills. For career development, IAC Applications offers tuition reimbursement, cross-team work opportunities, and lunch and learns that focus on business and wellness topics. The company provides a challenging, energetic environment where employees can learn, grow, innovate and enhance their professional development. Managers help employees to work on a variety projects and job functions - to underscore the notion of lifelong learning. In addition, management follows an open-door policy, and provides numerous internal channels for employees to provide feedback – feedback that leadership reads and reviews carefully in the spirit of encouraging an overall culture of openness, innovation and cooperation. Leadership creates a trusted environment for employees to try out new technologies and ideas, and works to create opportunities for professional development and career growth. Employees also benefit from IAC Applications' parent company, IAC/Interactive Corp., which partners with local and national businesses to give employees discounts on merchandise, amenities and day-to-day services. Special “treats” include discounts on clothing, travel, local entertainment, computers, mobile phones and gift items.

iHire

www.ihire.com

For Profit

Internet Company/Job Board

Less than 50 Employees

iHire's Results Only Work Environment (ROWE) is perhaps our biggest differentiator. At iHire, employees work when they want, where they want, as long or as little as they want, as long as the work gets done. This is not a flexible schedule or telecommuting program, but a culture and mindset that aims to ensure

that work is accomplished in the most efficient, product manner; that our leaders are focused upon managing the work; and that we are the employer of choice, where our employees choose to work. And, iHire benefits in many ways, including being able to attract and retain high quality talent; giving employee the autonomy and flexibility that is desired by most, leading to increased engagement, satisfaction, productivity and reduced stress. As a result of our progressive workplace culture, we have been recognized by the When Work Works Foundation (formerly the Sloan Foundation) for two years in a row.

IntelliDyne, LLC

www.intelldyne-llc.com

For Profit

Technology

Between 50 - 249 Employees

Health and Welfare: • Major medical • Dental • Vision Retirement • 401(k) with company match Wellness • Monthly health club subsidy • Corporate fitness challenges, biometric screenings, flu shots, and more • Employee assistance program Life and Disability • Company paid basic life and AD&D • Voluntary employee, spouse, and child life insurance • Long term care Leave Benefits • Paid time off • Paid holidays • Paid Military leave • Paid Jury duty • Volunteer time off • Major life event leave • Employee leave donation program Professional Development • Tuition reimbursement • Access to virtual on-demand IT training • Managers Training Program and Leadership Development training • Employee referral bonus • Pet discount program • Legal resources • Transportation subsidy Flexible spending account Employee Focus • Employee celebration • Formal employee recognition program • Ice cream social • Employee survey

International Center for Research on Women (ICRW)

<http://www.icrw.org/>

Nonprofit

Research

Between 50 - 249 Employees

-Photo contest- international photos from employees enlarged and used to decorate our office - Access to senior management at all times- open door policy with President and all Senior staff -Pathways for Development for each staff member -Robust new hire training in first three months of hire from each department -Verbal and written recognition and support for employee's work and personal and professional accomplishments -Flex work schedule, compressed work week and telecommuting options -Onsite gym with shower and towel service and 4 free classes per week (2 yoga, 2 cardio) -Location is in heart of everything and really helps with work life balance when you can leave for lunch and grocery

shop, buy gifts, shop for clothes, post office, dry cleaning- everything is here and it is very helpful to employees. -Located blocks from metro -Employees have opportunities to travel all over the world and make a difference in the lives of women and girls -We are in the process of developing in house staff development training to launch in 2016

Marriott International

www.marriott.com

For Profit

Hospitality

More than 250 Employees

Marriott is honored to be recognized as a global employer of choice and leader in investing in taking care of our associates. Below are a few examples of workplace excellence initiatives, in addition to others noted in this application.

- Free 24/7 access to counselors who can assist associates and family members with virtually any life issue in areas such as child care, parenting, elder care, financial and legal matters, education, community resources, health and wellness, addictions, relationships, etc.
- Leave Sharing Donation Program where associates donate unused Paid Time Off (PTO) to help colleagues who have depleted their PTO during times of crisis, such as illness or a family emergency.
- Hotel room discounts for associates, family and friends; additional associate discounts at Marriott properties for food & beverage, retail stores, spas, golf equipment and tee times, and vacation packages.
- myCompany Store offers associate and family member discounts on items such as cell phones, iPods, computers, vehicles, bedding, room furnishings and accessories.
- Unique on-site services at Gaylord Palms Resort & Convention Center (Fla.), including Crop Shop, a weekly farmers' market with more than 50 fruit and vegetable varieties; STARMart convenience store offering a variety of food and other staples at cost; and GP Pitstop, an autoshop that serves employees and family members.
- Associate access to a physician's group only a few blocks from the New York Marriott Marquis hotel. Associates have priority scheduling, ability to be seen as a walk-in, and no co-pays.
- Health coaches to help all associates learn to better manage their chronic medical conditions and lead healthier lifestyles. Some properties also have on-site health coaches and on-site health clinics.
- Maternity Program offering confidential support for expectant mothers from a trained labor and delivery nurse. Associates enrolled in our two national plans can earn up to \$1,000 to help pay for medical expenses.
- Second Opinion Program is offered with our two national plans. Members faced with life-threatening or life-changing diagnoses can request a medical second opinion online at no cost. Aetna is partnering with Harvard Medical School to offer this program; CIGNA is partnering the Cleveland Clinic.
- Free Vision Discount Program available to all associates and family members (including parents and siblings) whether or not they are enrolled in a health plan.
- CVS Minute Clinic \$5 copay for a basic healthcare visit for associates and covered dependents age 18+ who are participating in Aetna and CIGNA plans.

MedStar St. Mary's Hospital

<http://www.medstarstmarys.org/>

Nonprofit

Healthcare

More than 250 Employees

Winner of 101 National Best and Brightest for Employee Wellness programs. Leading edge employee wellness program tied into our medical/health insurance program with premium rebates for those who participate in our wellness programs. Incentives for role model performers. Bonus payments to employees who achieve national certifications in specialty medical fields. Front line associate engagement committees to capitalize on associate engagement. Robust training and development program to develop our employees, complete with career development ladders that incentives yearly contributions to the overall organization. Onsite retail pharmacy and steep discounts for cafe services.

Mental Health Association

www.mhamc.org

Nonprofit

Healthcare, Social Services

Between 50 - 249 Employees

We have an EAP program that can specifically help our employees with personal situations that they are going through. Our organization is committed to our EAP and providing our employees with as many services as possible. We know that finding Dependent and Elder care, as well as taking care of their own mental wellness is a very time consuming process. So, we have enriched our benefits to include those services for our employees. Additionally our staff and members of their household have access to 8 in-person therapy sessions per issue, per year. Our employees were interested in some specific topics for trainings, so we have developed an enriched professional development program for them as well.

Mid-Atlantic Federal Credit Union

www.mafcu.org

Nonprofit

Financial Services/Accounting

Between 50 - 249 Employees

Our employees are our greatest asset and it is our goal and responsibility to make sure they are taken care of. This year, we have implemented the following with respect to Workplace Excellence: - We

increased the 401(k) company match from 2% to 4%, and eliminated the 6-month new hire waiting period to participate so that new hires are immediately eligible. - We heard our employees concerns with existing health benefit plans and are making a change to offer better and more options for employees to choose from. - We care about our employees' health and implemented biometric screenings and flu shot clinics to facilitate their well being.

MONTGOMERY COLLEGE

www.montgomerycollege.edu

Nonprofit

Education

More than 250 Employees

Our best practices support our mission to empower students to change their lives and to enrich the lives of those of our community. As members of a teaching community, Montgomery College employees are also empowered to change their lives through personal growth and countless learning opportunities. Professional development is not only abundant within the institution, but it is also supported by funding educational assistance outside of the institution. Our Employees are valued and celebrated for their talents and diversity and are rewarded with generous benefits and work/life balance opportunities.

Montgomery County Government

<http://www.montgomerycountymd.gov/home.aspx>

Government

Government

More than 250 Employees

Montgomery County sponsors numerous unique and innovative events and programs to celebrate the diversity of our workforce and community including: *the annual Dr. Martin Luther King, Jr. celebration which hosts over 1500 attendees, *the Diwali celebration, the Ramadan celebration, *Women's History Month celebration, *events honoring Veteran's the Black History Month Celebration, *Chinese New Year celebration, *community meetings for the aging, *targeted programs for under-served populations for services related to Health and Human services, *programs recognizing interns in our disability hiring program, *a Citizens Police Academy for Spanish speaking residents (delivered in Spanish), *and a variety of departmental and agencies lead diversity programs. The Human Resources Department, in partnership Montgomery County has a number of Boards, Commissions and Committees that serve our diverse communities including but not limited to the Commission for People with Disabilities, the Commission on Aging, the Commission on Ethic Affairs, Commission on Veterans Affairs, Human Rights Commission, and Committee on Violence The Office of Human Resources, in partnership with departments and affinity groups, also sponsors diversity related programs related to

gender identity, disability and ADA compliance, mandates a Limited English Proficiency training requirement for all front line staff, offers the use of language lines, and offers pay differential for multi-lingual employees. Montgomery County launched "LiveWell," a joint labor-management employee wellness program. featuring movement classes, wellness webinars, Employee Assistance Program sponsored seminars, resources, and confidential counseling. Montgomery County Government has teamed up with Virgin Pulse to offer a new health & well-being program. The program is on-going, and there's no fee for Montgomery County Government employees to participate. With Virgin Pulse, employees get: * An opportunity to earn points for healthy behaviors and up to \$350 a year! * Fun wellness challenges * Wearable fitness device, the 'Max' * Health stations to check their blood pressure, weight, and BMI * Tools to encourage them to make well-being a priority

Montgomery County is constantly evolving its efforts to green County operations, engage employees in sustainability and more. Below is a list of selected innovations: *Launched an Office of Energy and Sustainability to focus on greening the County's portfolio. See <http://www.montgomerycountymd.gov/dgs-oes/home.html> *Launched a nation leading Solar Public Private Partnership. The initiative is one of the first in the Country to bring together a comprehensive portfolio of large and small facilities, community care provisions to benefit local economic development and set asides for minority-female-disabled owned business, and premium items (electric vehicle charging, habitat remediation) as part of a comprehensive project. *Requirement that all new County facilities over 10,000 square feet achieve LEED Silver or better. *Programs facing the community such as the County's Green Business Certification and incentives for environmental improvements. *Requirement that all public facilities over 50,000 square feet be benchmarked using Montgomery County's portfolio manager software. *Novel "Green Leasing Questionnaire" to facilitate green features into County leases. *Centralized control of copiers requiring each employee to use their access badge to print combined with automatic deletion of jobs over 72 hours old. This dramatically reduces the amount of printed but not picked up paper and allows the removal of nearly all personal office printers.

MorganFranklin Consulting

www.morganfranklin.com

For Profit

Consulting/Professional Services

More than 250 Employees

We have created a workplace where investing time and energy to make a positive impact on the community, environment, and overall quality of life is encouraged. Many employees are actively involved in community programs and charitable organizations, serving as volunteers on committees and as board members. As part of the CSR program, MorganFranklin expects all members of the executive leadership team to devote time and effort to charitable giving. MorganFranklin's Senior Manager of Corporate Social Responsibility provides executive coaching, leveraging her past nonprofit experience to interface directly with each Managing Director to help find their passion and become involved with specific charities. As a result, more than 95% of MorganFranklin executives are actively involved as board members and participants in various charitable organizations. Over the past 20 years, MorganFranklin

has supported numerous charitable organizations and donated hundreds of thousands of dollars and hundreds of employee volunteer hours. Our CSR Program fosters a strong charitable culture throughout MorganFranklin and attracts and retains employees who are passionate about volunteerism. In 2008, MorganFranklin Consulting founded the Women's Initiative with the vision to create a strong base of connected women leaders within the organization and the community. The program provides an effective avenue for the mentoring, development, and advancement of professional women. The Women's Initiative serves as a forum where women can benefit from additional opportunities to focus on professional development and hone leadership skills. It has contributed to an increase in women employees at MorganFranklin, including at the senior manager level and above. Open to all MorganFranklin employees, the Vocal Presence Workshop and Leading Productive Meetings with Confidence seminar are just two examples of the types of events designed with a focus on the skills required for advancement.

Novavax, Inc.

<https://www.novavax.com>

For Profit

Biotechnology

More than 250 Employees

Our company is an excellent place to work simply because of the culture, leadership and people. We have company activities, programs and benefits that meet the needs of our employees who make Novavax an exceptional place to work. We work in a collaborative environment where we know we must work hard, but we want to do it because of the smart, talented people with whom we work, our dedication to science, camaraderie in our environment, and a collective passion to save lives. In the past year, the Washington Post and Bethesda magazine have recognized Novavax as an outstanding employer. Novavax has always been an outstanding place to work, and we have consistently demonstrated an ability to grow and succeed in a demanding and competitive industry. Our science is proving to be transformational in the vaccine industry, and our employees are passionate about our mission to save lives and respond to unmet medical needs on a global basis. Novavax offers its employees challenging work, with talented colleagues, in a fun atmosphere. Our employees have worked hard to establish Novavax as a leader in recombinant vaccine technology, and as a collegial place to work, built around a culture of collective success. We emphasize our culture as a small company, with a family feel, yet with high performance standards and expectations. Our culture promotes collaboration, open communication, and approachable leadership. Characteristics of our employees include:

- Passion for the work including helping patients with unmet medical need;
- Focus on driving towards and achieving results;
- Ability to work as part of a team and to collaborate across the organization, with a personal investment in the future direction and success of the company; and
- Willingness to have fun.

Optimal Networks

www.optimalnetworks.com

For Profit

Consulting/Professional Services, Technology

Less than 50 Employees

"Tell the truth. Do the right thing. Everyone benefits. These are the core values that have cultivated the tremendous culture that is Optimal Networks. Every interaction, transaction, and decision within the organization is guided by these values. Because the company operates on a culture of teamwork and compassion, Optimal's commitment to top-tier service delivery is second nature. These are qualities that clients recognize and appreciate, and that set Optimal Networks apart from competitors in a progressively competitive industry. The following bullets describe the unique initiatives that exemplify Optimal Networks' superior culture:

- **Open Door Policy**—Both the CEO and the COO have an open door policy for all employees. Financial, growth goals, acquisitions plans, and any other pertinent information are part of an open, company-wide discussion.
- **Beyond Benefits**—In order to maintain a family-friendly workplace, Optimal offers many more benefits than are required. This includes multiple healthcare plan options, maternity/paternity leave, and flexible leave policies.
- **Friday Breakfasts**—The COO cooks breakfasts for employees every Friday, and everyone gathers in the CEO's office to eat and simply enjoy the camaraderie.
- **Open House**—Optimal employees, clients, vendors, and partners get together to learn about new technologies, eat, drink, and celebrate each other's successes at this annual event.
- **Bi-annual Spirit Days**—This internal community-building activity (followed by goal setting, organization updates, planning, and more) is fun and educational for the whole company.
- **sponON**—Twice a year, Optimal executives meet with executives at client organizations to present technology trends that non-technical executives need to be thinking about now and their implications.
- **Innovative Bonus Plan**—This system aligns and incentivizes individual, team, and organizational efforts for every level of employee.
- **"Path to Partnership"**—This program gives employees who meet certain performance and longevity criteria the opportunity to own a piece of Optimal Networks.
- **Catalytic Coaching**—This process is used to ensure, and help drive, professional and personal development across all employees. The focus is on the conversation between manager and employee.
- **Diversity**—Optimal networks celebrates individuality and promotes a progressive corporate mindset. Members of our workforce are Native American, Hispanic, African American, Christian, Muslim, Jewish, gay, straight, Democrat, Republican, vegetarian, and carnivore.
- **Service-based PTO**—Employees may receive paid time off in order to volunteer and vote.
- **Employee Recognition**—Optimal shows public recognition and appreciation of each employee's skill set and contributions to the organization. We understand that our organization is "greater than the sum of our parts."

Rappaport

<http://www.rappaportco.com/>

For Profit

Real Estate

Between 50 - 249 Employees

Our leader, Gary D. Rappaport, has a passion for retail real estate. He loves what he does and our Corporate philosophy is to cultivate an environment where our employees love coming to work at Rappaport each day. Our company focuses on employees and their families, and emphasizes a collaborative work community where departments work together to solve problems, have the opportunity to be innovative and provide best-in-class services for our landlords and tenants. We balance the hard work with play thanks to our numerous company events held throughout the year that offer opportunities for our employees to relax, compete, have fun and get to know co-workers better. At the conclusion of each quarter we celebrate 'Cake Day' to recognize accomplishments, work anniversaries, promotions, milestones in personal lives, employee birthdays, as well as hear company and industry updates from Gary D. Rappaport. Employees enjoy a delicious catered lunch, cake from a local bakery, and have the chance to win fun give-a-ways. Additionally each year all of our employees are invited to attend a private movie screening and encouraged to bring their spouses, children and family members to enjoy and interact with the families of co-workers. We also have a dedicated Health and Wellness Initiative where we make healthy choices accessible and FUN! Whether it is a complimentary gym membership in our corporate office or hosting our popular summer 'Get Fit Challenge,' our team embraces the friendly competition while building on their healthy habits. Annual Wellness Day includes a day filled with massage therapy, fun games, healthy catered lunch and of course, more prizes! Rappaport has grown from a small company and entrepreneur's dream to a regional and highly respected leader through the reputation built by our employees over the course of 31 years. Our employees enjoy the environment here and enjoy each other and their passion for upholding the company's reputation shines through their work quality.

Ryan, LLC

ryan.com

For Profit

Consulting/Professional Services, Corporate Tax Advisory Services

More than 250 Employees

"Ryan is committed to enhancing the total well-being of our employees by listening and continuously developing and improving our benefits, our employee engagement and development, and community outreach opportunities in the pursuit of workplace excellence. Here are some of our key workplace initiatives that help us to build the workplace of the future. Workplace Flexibility - myRyan In the myRyan environment employees are measured on results achieved, not hours worked. They are given complete flexibility and can choose where and when they want to work on a day-to-day basis. Employees are expected to observe the "three C's" to accomplish this effectively – communication, collaboration, and consideration. Rather than acting completely in a vacuum, they are expected to work with their peers, managers and stakeholders to ensure there is clarity about projects, timelines, availability, etc. Teams create their own protocols for making this work RyanPRIDE RyanPRIDE, our

enhanced online peer-to-peer recognition tool! Using this new platform, employees can recognize co-workers for their great work, even if it's something small! Through two new recognition types, Social Recognition and Points-Based Recognition, employees can reward others for the little things they do on a day-to-day basis, with points that earn rewards like digital cameras, hotel bookings, and gift cards.

Engagement Pulse We expanded our RyanPRIDE platform to include a weekly engagement pulse. Employees simply click on five-point scale of emoticons that range from angry to happy and excited. Managers receive a team pulse score that is an aggregate for their team if their team is 6 or more employees. This is a new program, but preliminary results indicate that results are consistent with other internal feedback mechanisms that are deployed semi-annually, indicating the veracity of this tool.

HumanaVitality Humana Vitality offers a contemporary and robust approach to wellness with an array of online tools and resources, including 24-hour wellness consultants, tutorials, and general health information on diseases, drugs, and other conditions. Vitality also offers employees the opportunity to earn Vitality Points for participating in healthy lifestyle activities. These points can be redeemed for Vitality Bucks to spend in the Vitality Mall. Since the program was launched in November 2013, U.S. employees have earned more than 12.5 million points!

Employee Development: Enhanced existing management and leadership development training programs. We recently implemented a Global Learning Initiative where every employee has to complete a mandatory set of learning hours and design a development plan that meets their professional development needs. We fully deployed our Leadership Development Program and Senior Consultant Learning Plan, and employee feedback confirms we are on the right track. More recently, employee suggestions led to the creation and implementation of a formal mentoring program.

We also offer robust benefits, including:

- Medical premium credit for participation in our "HumanaVitality" wellness program.
- Domestic partner benefits to same-sex and opposite-sex partners.
- Accident and critical illness supplemental coverage.
- Dependent care flexible spending account.
- Supplemental individual disability insurance based on total compensation.
- Adoption Financial Assistance - up to \$5000.
- Tuition Reimbursement "

Sakti3, Inc.

www.sakti3.com

For Profit

Energy, Manufacturing, Technology, Clean-Tech Renewable Energy

Less than 50 Employees

Sakti3 offers the following which we feel are noteworthy for a Workplace Excellence Award.

- Medical Premiums - Company-Paid 100%, Individual and/or Family, Platinum Level Benefit
- Dental Premiums - Company-Paid 100%, Individual and/or Family
- Vision Premiums - Company-Paid 100%, Individual and/or Family
- Retirement Savings Program- Enrolled on date of hire, 3.5% Employer match, 100% vested on date of hire, Rollover options, Flexible program with many investment options for employees
- Paid Vacation - Avg. two to four weeks
- Paid Holiday's - Avg. 10-11, with 2 days for Thanksgiving, Christmas, and New Year's
- Paid Sick Time - Five days
- Paid Volunteer Work - Avg. 16 hours
- Paid Jury Duty - Employees may retain what the court pays, and we'll pay you too.
- REST - (Recommended External Slack Time) - paid-time off work Avg. 4-8 hours ea.
- Flexible Errands Practice - Allows

employees time-away to handle appointments during the day. • Employer Issued iPhone - and computing resources, including remote access to company server. • Free Lunch - Catered lunches provided to teams working through their lunch hour • Inclement Weather Policy - We want employees safe on the job and off the job. Period. We have a policy that encourages employees stay home if it is unsafe to commute - and we'll pay them. • Safety Culture - We have an environment of open communication. The President wants to hear from you. If employees see something or smell something unfamiliar they are encouraged to notify someone immediately. We have a Monthly Safety Committee and plan and monitor activities.

Sandy Spring Bank

www.sandyspringbank.com

For Profit

Financial Services/Accounting, Insurance

More than 250 Employees

"Sandy Spring Bank is dedicated to employee career development. The bank offers all employees the opportunity to participate in a career development training program. This program equips employees with the skills and tools necessary to set development goals and manage their careers effectively. Employees who complete the program may elect to work with a career mentor through the bank's mentoring program. These mentors represent managers and leaders from across the company and are trained to be effective career coaches. The Bank has made a substantial investment in a talent management system to align employee career interests, internal job postings, career paths, and learning opportunities. Through this system, employees can enter their resumes, apply for internal jobs, explore career paths, and register for training classes to help them along their career paths. Additional unique and innovative programs include: • An annual "Teller Appreciation Day" to honor our most valued employees – our branch tellers. • A nationally recognized internal coaching certification program for managers. • The annual charitable giving campaign, "The Season of Giving," that connects employees to multiple opportunities to give back to our communities through volunteerism and donations. • A "first time home buyers" program to help employees purchase their first home. • Full tuition reimbursement for banking courses offered through the American Bankers Association. • The Bank provides "gift in kind" cash donations to organizations our employees support with volunteer hours. "

SAPNS2

www.sapns2.com

For Profit

Technology

More than 250 Employees

The most unique program we have is our NS2 Serves which trains and employs Veterans. So far we have trained 78 Vets and they have all received jobs - 100% job placement. These jobs are in Assoc Consultant/Consultant roles around the country ranging in salary from 60,000 all the way to 95,000. These are careers for these young men and women who may not have the degree/education to get these jobs but because of our training, they are able to receive these jobs. This is a life changing program for Veterans and so proud to be part of a company that does this. This shows you our unique culture and why people love our values and stay with the company.

Smartronix

www.smartronix.com

For Profit

Consulting/Professional Services, Technology

More than 250 Employees

Smartronix has evolved the culture of a company that was a shared dream by the three founders and co-owners using some of the best practices highlighted below: Emphasis on Wellness – we consider ourselves truly “trailblazers” in the area of wellness. Eight years ago, when wellness was being tossed about in business as merely a buzzword, Smartronix focused on the resources, vendors and staff at hand and developed an initial wellness program. Vendor growth in the wellness arena has helped to continue that evolution. From a fiscal standpoint, while we can't offer everything, we are constantly monitoring the vendors and industry to ensure our employees are offered the best and most effective programs available. We firmly believe that there is a soft dollar ROI in that our employees know we truly care about their health, and there is a hard dollar ROI in that our medical plan claims utilization has not increased as expected. The hard things – business decisions are hard since they most often times involved people and money and we know there are real families and real mortgages behind our employees. When we need to make decisions that impact people and their jobs and their livelihood, we evaluate the decisions painstakingly and our CEO is at the center of the communications with the impacted individuals. This past year, when we were faced with a loss of a large contract, we could have taken knee-jerk reactions and removed overhead staff in anticipation of the loss. Rather, we made no changes to staff and instead maintained all employment levels until the contract award is finalized as a result of the award protest. We believe this demonstrates our Not All Profit is Cash philosophy in that we could have taken immediate company savings at the expense of the employees but we instead put the employees stability first. Flexible work and family environment – though we have a policy that says we have flex time, the policy is not needed. Flexibility and family is just the way we do business. Children are always in the office, people regularly adjust schedules to work from home, and others enjoy a compressed work schedule. We know each others' children – the good stories and the sharing the challenges of teenager stories. When a child is sick, we expect the mom or dad to stay home with them. Certainly, there is a bit of give and take. When we are in a work crunch mode – extra hours and sometimes into the early morning – are spent at the office. While on vacation, a manager may still be reading email to stay engaged on a high-intensity project, but they are doing it while on vacation with their family rather than staying back at the office. Family. Flexibility. Smartronix.

Social & Scientific Systems, Inc.

<https://www.s-3.com/>

For Profit

Consulting/Professional Services

More than 250 Employees

We continue to see leadership development as an ongoing journey here at SSS. After our core training which consists of 4 modules and a graduation ceremony, attendees are then broken up into smaller groups. These groups meet to provide each other with the guidance and support needed to encourage each member to achieve the leadership development goal that each member is working on. We also focus on project management by providing incentives to staff with project management responsibilities to (1) further develop their project management skills and (2) work towards obtaining a Project Management Professional (PMP) certification. (A PMP certification is the most desirable and marketable internationally recognized credential for project managers—awarded by the Project Management Institute (PMI).) Our COO hosts monthly meetings with current and upcoming project managers to enhance their skills through presentations and discussions. SSS purchased access to online courses that qualified staff towards meeting the educational requirements of the certification. SSS continues to require selected individuals to complete the first 5 of the 25 course series—and pays for up to 16 hours of training time. All other individuals are encouraged to take the courses on their own time. This approach to staff development allowed SSS to strengthen SSS' project management capabilities while investing in our staff.

Soltesz

www.soltezco.com

For Profit

Consulting/Professional Services

Between 50 - 249 Employees

Soltesz, Inc. focuses on providing as much support as possible to employees with regard to benefits: building morale and doing our best to make sure employees are satisfied; providing and supporting professional and technical training; and tapping into many resources to recruit and find top talent. From a Human Resources perspective, Soltesz recognizes that all employees are its clients, and as such, we are focused on providing the best customer service we can when it comes to all benefits. Employees know that if there is a question regarding coverage or an issue regarding any kind of claim, HR will directly contact the appropriate person and deal with the issue to help come to resolution as quickly as possible. As an organization, we are continually looking for ways to promote a positive and fun work environment. We promote and support spot awards; have periodic employee raffles in which we give away tickets to local sports teams or local events; consistently evaluate our employee benefits package

and compare with our competitors; have office picnics, crab feasts, parking lot barbeques, and chili cook-offs; and promote an environment where ideas are encouraged and rewarded. From a training perspective, we have two very comprehensive in-house programs in place: one is focused on computer technical training, offering over 25 different classes; the other is focused on Professional Development, with over 50 classes open to all employees. All classes were developed by the Associates and are taught by employees. Additionally, Soltesz was able to obtain approval from the DLLR for continuing education credit hours for those who hold their Maryland Professional Engineer license. We also bring in outside consultants who focus on particular areas of expertise, three to four times throughout the year. Our goal is to keep our current employees educated and happy, and to recruit and retain the best qualified candidates to join our team. Finally, in order to maintain competitiveness and to award dedication and hard work, Soltesz implemented two new policies this year: one that is a formal flex time policy, and the other an overtime pay policy for exempt production staff. Our employees are our most important and valued asset, and we want to be sure to provide the resources necessary to enable them to succeed and further develop their personal and professional skills, and to enhance their careers and the firm's quality of services.

SweetLabs, Inc.

<http://sweetlabs.com/>

For Profit

Technology

Between 50 - 249 Employees

Health & Wellness • Provide a fully stocked kitchen with healthy food choices • Reimburse employees for registration fees for any organized athletic competitions • Organize company sponsored sport teams • Masseur in-office for massage sessions for employees • Organized "SweetFit" group events; yoga, spin class, kayaking, hiking, kick-boxing, paintball Recognition • Monthly peer shout-outs in our internal newsletter, in-office display, and intranet • "Dunny Awards" for employees that go above and beyond; \$100 bonus plus award for their desk • Employee of the Year award Other Perks • Custom 8-bit character made for every employee • Custom candy business card designed for every employee • Free movie tickets for employee and a guest once a month • Free parking & public transportation • Free catered Friday lunch for entire office • Internal team events every quarter; laser tag, beach day, rock climbing, go-karts, scavenger hunts, etc. • Cool company swag

The American Speech-Language-Hearing Association

www.asha.org

Nonprofit

Association, Healthcare, Professional/Trade

More than 250 Employees

We strive to assure ASHA staff have experiences that are within a defined range of what's desired independent of what teams the staff work with. It's important that teams have a clear sense of mission and purpose, team members share a common mindset about what needs to be accomplished and they are committed to it, and leadership is well matched and aligned with the team's needs. Below are the characteristics that define healthy teams at ASHA: Team members demonstrate healthy behaviors and have a collaborative approach to work: * The team intentionally uses explicit group norms to facilitate constructive interactions. * Conflicts are recognized and addressed. * The team members treat each other with respect. * Communication is frequent, informal, interactive and multi-directional. People feel well informed. * The team has internal and external accountability and reliability. People on the team demonstrate healthy attitudes and respect toward one another: * The team is open to new ideas and experiments with new ways of doing things. * There is a sense of camaraderie and optimism. * There is a high degree of trust that others will do what is right for the team and one another. The team makes time for evaluation and reflection: * The team systematically collects information and uses it to set team goals. * Time is set aside for reflection and learning. * The team measures and benchmarks the impact of the work they do. The team has the collective skills to get the job done: * The team has the necessary collective skills to get the job done. * The team employs structured approaches to make important decisions. * The team uses a deliberate process for hiring and onboarding.

The Emmes Corporation

www.emmes.com

For Profit

Biotechnology, Research

More than 250 Employees

Emmes embraces the belief that in order to be excellent, we must commit to making continuous and ongoing efforts to meet the needs of staff as well as ensure organization activities support those needs. Each corporate activity, while chaired by an executive staff member, is comprised of cross functional staff of all job levels which reinforces Emmes' commitment to achieving positive results through collaboration. Emmes involvement in community activities through Emmes Cares including donating toys to The City of Rockville Toy Drive, school supplies to Stepping Stones Shelter School Supply Drive, and household supplies to the Montgomery County Coalition for the Homeless applies the same care and commitment we have for the work we do to improve public health directly to the community in which we conduct business. The implementation of the focal compensation program in 2015 required collaboration across the organization. It is an extension of Emmes' desire to provide a comprehensive benefits and compensation package to employees, improve transparency and communication regarding compensation at Emmes, and facilitate an internally equitable environment. The establishment in of a mentorship program and work in 2015 to create a matrix of professional development and technical training required of all staff who lead others is an extension of Emmes U – Emmes' mechanism for delivering internal training and development and exemplifies Emmes' recognition that maintaining an environment of continuous improvement is necessary to maintain engagement. And the ongoing work

by Functional Group Managers to address Gallup survey results shows Emmes commitment to making engagement an ongoing process and hold leadership accountable for employee engagement. Emmes is a very special place. Not only have we created a culture where people feel able to do their best work, feel trusted, and cared about, we continuously work to nurture this environment with the business and community activities we undertake throughout the year.

The Humane Society of the United States

www.humanesociety.org

Nonprofit

Animal Protection

More than 250 Employees

As a mission driven organization we are comprised of employees and supporters who are passionate about the welfare of animals. In addition to programs that we offer to allow our staff to maximize their passion for animals, we promote and support our staff in their other passions including 1. Collaborating with other animal welfare organizations nationally to promote animal protection; 2. Fundraising for various local community groups; 3. In-house events and webinars on financial wellness and health wellness; 4. CPR training for humans and pet owners; 5. Blood drives semi-annually; 6. Host various events to allow staff to showcase their talents and interests (i.e. craft shows, cooking events, and photography contests); 7. Free humane learning opportunities through Humane Society Academy.

The Maryland-National Capital Park and Planning Commission

http://www.mncppc.org/commission_home.html

Government

Government, Recreation, Parks and Planning

More than 250 Employees

M-NCPPC is proud to have been recognized several times in the past as an excellent place to work. We are pleased to offer many different types of employee-friendly and work-life programs, which include: several flexible work arrangement options, Employee Assistance Program (EAP), sick leave banks/short term disability, free wellness screenings, and tuition assistance. M-NCPPC is also committed to being an employer of choice by offering a comprehensive and outstanding health benefits and a generous leave package. MNCCPC also strives to be a workplace of excellence by our dedication to equal employment opportunity and the celebration of employee diversity. M-NCPPC's reflects its commitment to diversity by hosting various activities in correlation to various heritage celebrations (i.e., Black History Month, Asian-Pacific Heritage Month, Women's History Month, and Hispanic Heritage Month). Employee attendance at many of these diversity celebrations is very popular and administrative leave is given to employees to attend the various diversity celebrations. M-NCPPC is also committed to employee

training and development, and providing a learning environment for all employees. One of M-NCPPC's core values is to have skilled and knowledgeable employees who provide quality service to all customers. This requires keeping staff up-to-date on essential workplace issues and by promoting learning and development. M-NCPPC offers a wide array of training and learning opportunities to keep employees up-to-date on essential workplace issues, career development, personal enrichment, wellness, and more. These are just some of the things that we believe make M-NCPPC a great place to work.

The National Center for Children and Families

www.nccf-cares.org

Nonprofit

Social Services

Between 50 - 249 Employees

The National Center for Children and Families is a unique place to work. Our employees feel like a family and we have many staff who have been with us for most of their career life. We grow organically as an organization, and we are successful because our philosophy regarding how employees should be treated are communicated from the top down and shared at all levels. We have created a very generous employee benefits package that includes health, dental, vision, life, long term disability, retirement, flexible spending accounts and sick and vacation leave of almost 5 weeks combined during the first year. Our whole foods chef prepares a healthy lunch everyday and staff take advantage of free meals while they are working on campus. Our residents' gym has been opened up for staff use as well. However, closing the Agency for the week between Christmas and New Year's remains our signature benefit. As an entity that prioritizes children and families, this is the time we are free to be with our own families for an extended, quality block of time.

United Educators

www.UE.org

For Profit

Insurance

Between 50 - 249 Employees

UE's strong commitment to mission, flexible work schedules, and collegial atmosphere have made us an excellent place to work. We have a robust career development program which provides employees with the tools and knowledge to understand what drives their career fulfillment. We ensure that a shared understanding of company values is modeled from the top, provide regular communication at all levels about company strategy and performance, conduct engaging social events, provide respect for work-life

balance, as evidenced through a generous leave program and flexible work options. As the company continues to grow, we value the staff that will ensure the future success of UE.

University of Maryland Charles Regional Medical Center

www.charlesregional.org

Nonprofit

Healthcare

Less than 50 Employees

The University of Maryland Charles Regional Medical Center is committed to providing a balanced workplace that offers programs that meet the work, life, health, financial literacy and community outreach needs of our employees to include civic and socially responsible initiatives that support them and the organization's mission. We continue to offer programs that offer flexibility, professional growth and development, comprehensive total compensation and wellness programs. We have added robust educational programs to improve the financial health of our employees, partnered with the Physicians Committee for Responsible Medicine to offer onsite Food for Life programs, established relationships with most of the local vendors in our area to offer discounts and bring services onsite. We continue to sustain and broaden our relationship with Partnership for a Healthier Charles County, The American Red Cross, United Way and many other civic groups. Our employees get to use their skills and training to provide committee based education classes in the area of Stroke Rehab, Diabetes maintenance and prevention, Cancer Survivor Support group, Wound Care, Car Seat Safety checks, and Breastfeeding to name a few. Through our partnership with the Charles County School System, we are a designated training site for their HealthCare Academy. We also annually organize Thanksgiving food drives for needy families in the community, Christmas toy drive, and back-to-school supply drive. Certainly this is not an all exclusive list of the many activities and programs provided to our employees but an example of our commitment to meet the needs of our employees by creating opportunities for them to have a balanced life, improve their health and serve our community.

USTA Mid-Atlantic Section

<http://www.midatlantic.usta.com/>

Nonprofit

Recreation

Less than 50 Employees

"The USTA Mid-Atlantic Section has grown tremendously over the past year and are great candidates for this award because of our outstanding benefits, flexible work environment, employee growth, learning opportunities and more. This is an amazing opportunity to be recognized for our commitment to overall workplace quality. Some of our unique and innovative efforts are shown below:  Flexible work

environment with teleworking benefits ☑ A 35-hour work week with compensatory time/PTO ☑
Performance management ☑ Wellness programs – promoting healthy lifestyle ☑
Outstanding benefits including 24/7 support from EAP ☑ Strategic Plan ☑Holiday
schedule including a birthday holiday ☑ Incentives for innovative and creative ideas ☑ Staff trainings
and meetings ☑Staff outings and brainstorming sessions ☑ Free tennis lessons ☑ Free tickets to
tennis related events including U.S. Open and Citi Open ☑ Casual work environment ☑ Robust
recycling program ☑ Monthly sharing and caring events ☑ Brown bag lunches ☑ Fun staff
outings (i.e., Top Golf, Cookology) "

Vaco Richmond, LLC

www.vacorichmond.com

For Profit

Consulting/Professional Services

Less than 50 Employees

Vaco Richmond makes it a priority to concentrate on the abilities and needs of our employees. For Vaco, the answer is easy, somewhat of a cliché, but motivating for our crew nonetheless...we work hard to play hard! For the past few years, our office has been split into two competitive teams who set sales goals. This year we began the year with two teams and to heat up the competition we broke into a third team! The team goals are displayed on a large chart in our common area. Updated weekly, each team is able to see their progress and for the competitive spirits in the office, they are able to compare where they stand against the other teams in the race to the finish. Vaco Richmond also believes in promoting a flexible working environment that involves increased technology, creative workspaces and PTO days. We recently re-decorated our office to better fit employee's needs/requests. Our space unifies coworkers while maintaining a high standard for performance. Our open cubicle-desk setting and collaborative workspaces encourage communication, equality, and teamwork. Vaco Richmond is a strong supporter of employee's personal passions. Over the years, Vaco has participated in multiple charity events, supporting illnesses and organizations directly related to individual employees and their families. Vaco Richmond has participated in Alzheimer's Association walks, Comfort Zone Camp, Angel Tree charities, donated clothes to needy children in the Richmond area, and made efforts towards going green in response to employee requests. A large part of our business is networking through social activities throughout the day. Being present for eight hour workdays may happen in a variety of ways. Whether it involves various Vaco Technology recruiters, walking and talking to consultants on their headsets or client visits from the friendly faces of our Operations team, Vaco gets it done! Vaco pays for event registration fees and encourages employees to get out in the community which in return gives employees a feeling of independence and entrepreneurship, further embedding a sense of freedom and trust. In addition, Vaco has annual sales incentive trips for all account executives and recruiters. In recent years, they have traveled to Punta Cana, Las Vegas, Colorado, Costa Rica, and Cabo San Lucas! These trips motivate Vaco employees personally as well as reach out to their families. Vaco Richmond takes the extra step in making sure everyone knows their position is valued within the company. Annual training in Nashville for all employees provides both a working and social outlet, getting everyone

oriented with Vaco and their colleagues. We love to be social so about every two months we get together as an office and do an activity. Most recently, we have had a chili cook-off and Friendsgiving potluck!