

Passed By Council on:02/09/1998

Purpose

To provide for a suitable presentation to employees upon retirement.

Policy Statement

BACKGROUND

It is the long standing practice of the City to present an engraved gold watch to retiring employees. However, there is no written policy addressing this matter. Also, from time to time employees have been allowed to select something other than a watch if they so desired.

POLICY STATEMENT

All employees retiring under the provisions of the City pension Plan with five years or more continuous service with the City be given a suitable engraved gold watch at a formal presentation subsequent to their retirement:

- a) Any person who chooses not to attend a formal presentation may pick up their watch from the Human Resources Department.
- b) Retirees will be encouraged to accept the watch, however, any person who does not wish to receive a watch will be given the option of receiving a monetary gift of \$250.00 to be presented or picked up as outlined above.

Application

Responsibilities

Department of Human Resources.

Definition

References/Appendix

Monitoring and Contravention

Approvals

Regular Meeting of Council, February 9, 1998.

Review Period

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