

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: J-02
POLICY: Employee Involvement in Associations			
DATE: MAY/87	REV. DATE: OCT 29/03	COVERAGE: All Employees	PAGE #: 1 of 1

POLICY STATEMENT:

Employees are eligible for leave required by involvement as an appointed or elected member of professional Associations.

PROCEDURE:

1. All employees wishing to seek election or appointment as a member of the executive body of any professional Association related to his/her employment with the County (e.g. Association of Municipal Clerks and Treasurers, and Homes for the Aged Association) may, upon approval of County Council, and once only during his/her employment with the County, hold such office. Twenty (20) days maximum in any year are allowed as time out from work for this purpose, unless otherwise authorized by the Chief Administrative Officer/Clerk.