

Section/Number: Compensation Management - 011	Approval Date: (DD/MM/YY)														
Subject: Move In/Move Out Expenses	Amendment Dates:														
<p>Policy</p> <p>The Community Government will offset the cost of removal in and out for employees relocating from another community.</p>															
<p>Definitions</p> <p>N/A</p>															
<p>Guidelines</p> <p>Move In Expenses</p> <ol style="list-style-type: none"> 1. Move in expenses may be provided by the Community Government for employees moving from another community. 2. Move in expenses will be negotiated on a case-by-case basis. 3. If the employee resigns or is terminated prior to six months service, the money paid for move in assistance will be recovered from the employee. 4. In no case will a move be paid for without the prior authority of the Senior Administrative Officer (SAO). <p>Move Out Expenses</p> <ol style="list-style-type: none"> 5. Move out expenses may be provided and will be negotiated on a case-by-case basis. 6. Move out expenses are limited to the lesser of the cost of moving, in the most economical manner or 6,000 pounds per employee and an additional 500 pounds per child, to the community where the person was hired or to Edmonton, whichever is less. 7. Move out expenses, if provided, will be pro-rated as follows: <table border="1" data-bbox="451 1516 1167 1764"> <thead> <tr> <th>Length of Service</th> <th>Entitlement</th> </tr> </thead> <tbody> <tr> <td>Less than 3 Years</td> <td>None</td> </tr> <tr> <td>3 Years but less than 4</td> <td>50%</td> </tr> <tr> <td>4 years but less than 5</td> <td>60%</td> </tr> <tr> <td>5 years but less than 6</td> <td>70%</td> </tr> <tr> <td>6 lears but less than 7</td> <td>80%</td> </tr> <tr> <td>8 years or more</td> <td>100%</td> </tr> </tbody> </table> 8. This benefit must be exercised within one (1) month of leaving the Communtiy Government's employment. 		Length of Service	Entitlement	Less than 3 Years	None	3 Years but less than 4	50%	4 years but less than 5	60%	5 years but less than 6	70%	6 lears but less than 7	80%	8 years or more	100%
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Logo

Community Government Name

Attachments
N/A
References
N/A