



## City of St. John's Corporate and Operational Policy

**Policy:** 03-09-06 Presentations to Retirees

**Status:**

**Issued By:** Human Resources

**Revision No:**

**Revision Date:**

**Date of Original Council**

**Approval:** 1998/02/09

**Rescind Date:**

**Index:** 03 Human Resources

**Section:** 09 Separations

**Title:** 06 Presentations to Retirees

---

### **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.

**Definitions**

**References/Appendix**

**Monitoring and Contravention**

**Approvals**

Regular Meeting of Council, February 9, 1998.

**Review Period**

**Available to Public**

- ☐ Yes
- ☐ No