



Policy:	6.12.3
Approved By:	Trust Council
Approval Date:	December 10, 1999
Amendment Date(s):	
Policy Holder:	Director of Administrative Services

VOLUNTARY STAFF TRAVEL TO ISLANDS

Purpose

To provide Trust Council's support and encouragement for all Trust staff to develop an understanding of the islands and their communities, subject to available resources, and to enhance staff's contribution to the organizational effectiveness of the Islands Trust.

A. Definitions

n/a

B. Policy

1. Authorization for Staff Access to Islands in the Trust Area

- 1.1 Islands Trust Council believes it is in the best interest of the organization for employees to have some knowledge of the Trust Area and island lifestyles.
- 1.2 Most planning staff can attend meetings on islands or travel to view sites under consideration for land use changes as a regular part of their duties. However, there are other support staff in the offices that never have the opportunity to go to other islands as part of their regular duties. This policy provides an opportunity to increase familiarity with the islands for those staff.

2. Management Responsibility

- 2.1 The Management Group will develop an overall plan relating the value of island exposure to work objectives of staff.
- 2.2 The Chief Administrative Officer will provide an evaluation of this program to Trust Council annually to include benefits achieved, staff interest in the program, and cost.

3. Funding Guidelines

- 3.1 All expenses will be paid by Islands Trust under normal travel expense regulations.

C. Legislated References

Annual Budget

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

n/a