

## Purpose

This policy establishes the provision of gifts to trustees, service providers and board staff in recognition of service or life events, and as an expression of sympathy.

## Policy

### **Trustee Recognition for Service:**

For each trustee leaving the board who has served at least one three-year term (or one full term for any trustees appointed at the outset of joint trusteeship for an initial term of less than three years) and who, in the opinion of the board, has been an active and contributing member of the board, the board will present a token of recognition.

The recognition token will take the form of a brass school bell, or similar item with teaching connotations if no bell is available, which will be personalized and include:

- The Teachers' Pension Plan logo,
- The name of the trustee,
- The years of service as a trustee on the Teachers' Pension Board of Trustees, and
- The years served as chair or vice chair, if applicable.

All trustees will receive a letter from the chair acknowledging the end of their service with the board and recognizing their contribution to the board.

### **Recognition and Condolence:**

The Teachers' Pension Board of Trustees authorizes the expenditure from the pension fund of up to \$200 per event for the purchase of gifts, flowers, charitable donations or other tokens to express the board's recognition or condolences for the significant life and career events of trustees and service providers.

Service providers include the board's executive staff and secretariat staff, and staff of the Pension Corporation and BCI who regularly attend and report at pension board, but not committee, meetings.

Significant life and career events include departure, marriage, illness, death, the death of an immediate family member and any other event approved by the chair.

The director, board operations of the Pension Board Secretariat and the board secretary, in consultation with the chair and vice chair if practical, are authorized to implement the policy.

## History

Effective: October 8 and 9, 2008

Revised: March 2 and 3, 2015  
March 9 and 10, 2020