



Employee Computer Purchase Plan

Policy No.: CS-IT-2	Council Resolution No.: 164/11
Department: Corporate Services	Authority: Council
Effective Date: 13/6/2011	Revision Date:
Review Date: June 2014	Repealed Date:
Supersedes: Policy No. 66 C 11/08/99	
Related Procedure No.: CS-IT-2	
Related Procedure Name: Employee Computer Purchase Plan	

Purpose

The Town of Taber recognizes the value to each employee and Council members of obtaining a personal computer for home use which also benefits the Town.

Policy Statement

- 1) The Town of Taber will allow for the purchase of personal computers by any full-time, permanent Town employee, or Council member by way of an employee computer purchase plan.
- 2) Applicants taking part in the employee computer purchase plan will be required to sign an appropriate application form and promissory note with the Town.
- 3) Each eligible employee or Council member can apply for the employee computer purchase plan no more frequently than once every two years.
- 4) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.



Additional References

N/A

R. Bryant
MAYOR

June 21/2011
DATE

Condon Ink
CHIEF ADMINISTRATIVE OFFICER

June 22/2011
DATE

