



Newfoundland &
Labrador

HOUSE OF ASSEMBLY MANAGEMENT COMMISSION

DIRECTIVE

Directive Number 2010-003

Effective Date: February 9, 2010	Commission Minute: CM 2010-019
Subject: Printing Policy for Members of the House of Assembly and Constituency Assistants	Reference: HOAMC Meeting, February 3, 2010 Agenda Item Tab No. 14
Issued To: All Members of the House of Assembly; Comptroller General; Directors of Government Accounting, Professional Services and Internal Audit, Financial Systems Control, and Corporate Services; Office of the Auditor General; Office Managers of Government Caucus, Official Opposition Caucus, NDP Caucus; Assistant Deputy Clerk, Executive Council; Director of Operations, Office of the Premier.	Contact: Marlene Lambe Chief Financial Officer 729 – 2923

BACKGROUND

The *Members' Resources and Allowances Rules* (the Rules) provide an annual amount for office operations, supplies and communications. Eligible expenditures include the purchase or printing of greeting, Christmas, sympathy or other similar cards and other printing such as newsletters to be sent to constituents relating to the Member's constituency work.

The current process, which requires Members to initially forward request for printing services to the Queen's Printer, has presented difficulties for Members. Those with offices located in the Member's District have challenges coordinating with the Queen's Printer with respect to proofing and delivery of documents. Costs are not always competitive with outside sources and delays in printing occur when the Queen's Printer is unable to provide a quick turnaround due to other priorities.

The attached Printing Policy for Members of the House of Assembly and Constituency Assistants states that Members will be permitted to purchase printing services from outside sources without seeking prior approval of the Queen's Printer.

DIRECTIVE

Pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, the Commission approved the Printing Policy for Members of the House of Assembly and Constituency Assistants, dated February, 2010.

William MacKenzie
Clerk of the House of Assembly