



HOUSE OF ASSEMBLY MANAGEMENT COMMISSION

DIRECTIVE

Directive Number 2017-006

Effective Date: November 15, 2017	Commission Minute: CM 2017-069
Subject: Revisions to Standard Office Allocation Package for Members of the House of Assembly & Constituency Assistants	Reference: HOAMC Meeting: November 8, 2017
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: Wanda Lee Mercer Chief Financial Officer 729 – 2923

BACKGROUND

At its August 29, 2007 meeting, the Commission approved a standard office furniture, equipment and services package for Members. Several amendments have been made to the package since it was first approved in 2007 as a result of changes to standards in technology, and to ensure it continues to meet the needs of Members.

The Standard Office Allocation Package included a provision for the Clerk of the House of Assembly to approve the purchase of other furniture and equipment not included up to a maximum of \$500, with all such approvals to be reported at a future meeting of the Commission. As this amount had not been increased since it was first established in 2007, the Commission approved an amendment to increase the maximum amount for approval by the Clerk to \$1000.

The revised policy is attached.

DIRECTIVE

Pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, the Commission approved the proposed amendments to the Standard Office Allocation Package Members of the House of Assembly and Constituency Assistants.


Sandra Barnes
Clerk of the House of Assembly