

Purpose

The purpose of this Policy is to provide a framework for recognising, where relevant, the contribution of employees when they voluntarily leave the employment of the Shire.

Scope

This Policy applies to all Shire of Boddington (Shire) employees.

Definitions

Term	Meaning
Policy	This Shire of Boddington policy titled "Employee Gratuity Payments".

Policy Statement

The Chief Executive Officer is authorised to make a contribution towards a gift to recognise the service of employees voluntarily leaving the employment of the Shire up to the following limits:

- Between 0-2 years of service - \$50
- Between 2-5 years of service - \$100
- Between 5-10 years of service - \$150
- Between 10-20 years of service - \$200
- Over 20 years of service – \$300

Responsible Officer	Chief Executive Officer
History	Adopted 21 April 2022 (Resolution 27/22) Amended 23 March 2023 (Resolution 25/23)
Delegation	
Relevant Legislation	Local Government Act 1995 Section 5.50
Related Documentation	