

TITLE : INSTALLATION ASSISTANCE GUIDELINE

EFFECTIVE DATE	AUTHORIZATION REQUIRED	FOLLOW-UP
September 9, 2013	Material Resources Service	Material Resources Service

FEUILLE DE ROUTE

	DATE	AUTORISATION
ADOPTION	September 9, 2013	Material Resources Service
LAST UPDATE		

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INSTALLATION ASSISTANCE DIRECTIVE FOR HOUSING WITHIN THE LITTORAL SCHOOL BOARD

The purpose of this guideline is to assist new employees to settle in their new accommodation provided by the Commission scolaire du Littoral (CSL).

- 1- Any new employee hired and housed by the CSL may claim an amount of up to two hundred and fifty (\$250.00) dollars, upon presentation of supporting documents, for the purchase of items not provided by the CSL (example: curtains, clock).
- 2- The CSL will also reimburse the cost of installing telephone and Internet services upon presentation of supporting documents up to a maximum of one hundred and fifty (\$150.00) dollars. If applicable, an employee who has moved due to a change of dwelling initiated by CSL would also be reimbursed for these expenses.