

Employment and Social Development Canada

Delegation of Spending and Financial Authorities – Supplementary Notes

1.10 Isolated Post & Government Housing Restrictions

Table 5 - Isolated Post and Government Housing Restrictions (column 1.10)

RESTRICTIONS - ISOLATED POST AND GOVERNMENT HOUSING (1.10)			
Section	Description	Deputy Minister of ESDC Deputy Minister of Labour Chief Operating Officer for Service Canada Associate Deputy Minister ADMs and equivalents	Deputy Chief Financial Officer Senior Director General, Integrated Corporate Accounting and Accountability Directorate
Common-law Partner Declaration	The right to recover the amounts of money paid if the conditions as per the declaration cease to exist.	\$10K (Note 1)	-
1.3	To prescribe a reduction that is appropriate to the rates of a living cost differential, fuel and utilities differential and a special allowance.	F	F
1.4.2	To approve employees with dependants or without dependants for purposes of this directive.	F	F
1.17.9	To adjust the meals and rations rate during absences for extended periods for reasons.	F	F
1.19.3	To authorize the continued payment of allowances for not more than 60 additional days.	F	F
1.19.4	To authorize the payment of allowances for not more than 30 days when employees have been granted sick leave without pay. (Note 2)	F	F
1.20.1	Allowance to include dependant if dependant arrives at the headquarters within 90 days of that day.	F	F
1.20.3	Dependant's absence for a period in excess of 90 days	F	F
1.21.1	To declare dependants for the period.	F	F

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2.2.3	To designate a location that is north of the 60 th parallel of latitude as an isolated post upon the written request of a deputy head, and shall be classified at environment level 1 or any higher level determined by the criteria set out in section 1 of Appendix H.	F	F
3.1.2	To authorize the reimbursement of the transportation and travelling expenses in respect of the medical or dental treatment.	F	F
3.1.4	To authorize the reimbursement of the transportation and travelling expenses of an escort to a person who is to receive medical or dental treatment.	F	F
3.1.5	To authorize the reimbursement to employees of the transportation and travelling expenses that are incurred in respect of themselves, their dependants and escort for non-elective medical or dental treatment.	F	F
3.9.1	To reimburse, to the employee, the transportation and travelling costs incurred when an employee adopts a child and must travel from the headquarters to accept physical custody of that child.	F	F
3.11.1	Authority to grant up to five additional days of leave with pay on each occasion that employees are granted the benefits of section 3.10, if satisfied that the time required to travel was prolonged by reason of transportation delays beyond the control of those employees.	F	F
3.11.2	Authority to grant additional leave with pay if satisfied that leave in excess of the leave granted pursuant to this section was required for the reason described in this section.	F	F
3.11.3	To authorize the reimbursement of transportation and travelling expenses incurred by employees and their dependants, if satisfied that the commercial carrier does not pay these expenses in those circumstances.	F	F
4.3.2	To reduce the weight of household and personal effects that may be transported at public expense.	F	F
4.3.4	To authorize reimbursement for the transportation of household and personal effects that exceed the weight limits when employees transfer from one isolated post to another.	F	F
4.3.5	To authorize the additional costs incurred in transporting household and personal effects for shipment at government expense which exceed the weight limits, through no fault of the employees.	F	F
4.3.8	To authorize the shipment of private motor vehicles only to locations where there are roads and where employees normally use private motor vehicles.	F	F

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4.4.2	To arrange for and authorize the payment of the cost to store household and personal effects when they are not transported to headquarters.	F	F
4.4.3	To authorize the reimbursement to employees of the storage costs incurred for up to two private motor vehicles.	F	F
4.4.5	Authorize payment of the costs of the continuation of the storage, or the shipment of the household and personal effects to the employee not later than five years after the household and personal effects were placed in storage.	F	F
4.7.1	Direct that employees be reimbursed for the extra charges actually incurred for transporting excess luggage of a weight that is not more than 90 kg.	F	F
5.1.3	To authorize reimbursement for transportation of the household and personal effects that exceed the weight limits up to a maximum of 450 kg in excess weight when employees have completed five or more continuous years at isolated posts and are transferred out of isolation.	F	F
5.3.1	Authorize a recoverable advance when employees resign and have not completed at least one continuous year of assignment at an isolated post, and have not completed their term of assignment.	F	F
5.10.3	The time period shall be extended to 30 days or such longer period as deemed necessary when an employee dies.	F	F
5.10.5	The President of the Treasury Board may, on written application, authorize the payment of amounts that are prohibited by this section.	\$10K*	-
5.11.1	When employees or their dependants die, the authority to reimburse employees or their estates of the expenses incurred in the preparation of the remains for transportation, the extra cost of a container and the transportation expenses in respect of the remains from the headquarters to the final place of rest.	F	F
5.11.4	When an employee dies and the surviving dependants travel from the headquarters to attend the funeral, the deputy head shall direct that the transportation and travelling expenses incurred by them in respect of that travel be reimbursed.	F	F

Note 1: Treasury Board approved the delegation of authority to Deputy Heads to approve up to \$10K extensions and exceptions to the provisions in the Travel Directive, Integrated Relocation Program Directive and the Isolated Posts and Government Housing Directive in unusual circumstances with the provision that such decisions for approval not be further delegated down below the Assistant Deputy Minister level (T.B. Minute #831523)

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Note 2: When employees are, or are expected to be, absent for a period in excess of the periods above by reason of the illness or injury in respect of which they were granted leave, the President of the Treasury Board may authorize the continued payment of allowances to those employees.