

Memo

To: All Staff
From: Clara Young, Director of Finance & Administration.
c.c. Thelma Morris, Executive Director
Date: December 1, 2022
Re: Christmas Allowance 2022

Please be advised Tikinagan Child and Family Services has revised the Christmas Allowance for all clients in care for 2022.

If any requests for open protection files, the rates will apply.

Age	Current Rate	2022 Interim Rate
0-6 years	\$40.00	\$210.00
7-12 years	\$60.00	\$230.00
13-17 years	\$80.00	\$250.00

The new rates will only apply for Christmas 2022.

Deadline for submitting purchase order request is December 16, 2022, at 12:00 noon.

Please note Purchase Orders are only valid for 7 days.

All purchase order requests are to be complete and approved by your immediate supervisor before submitting to Finance.

Merry Christmas to everyone!!