

Part: **Financial Management and Administration**
 Section: **Treasury Board's General Management Policies**
 Subsection: **Goods and Services**
 Policy: **Christmas Cards**

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 Date: **2003-01-03**
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Christmas Cards

- Objective** *The objective is to specify spending limits for Christmas cards.*
- Authority** *The Financial Administration Act, 1993, clause 5(a), subsection 10(2)*
- Applicability** This policy applies to ministries.
- Treasury Board Policy**
- .01 Each minister may spend up to \$500 for the purchase of Christmas cards. Christmas cards are to be purchased from a provincial, national or international charitable organization or through any Saskatchewan-based printing company. Ministers are responsible for making their own arrangements regarding purchasing and printing. Distribution is restricted to associates in other governments and private industry.
 - .02 Deputy ministers or equivalents and the Clerk of Executive Council may spend up to \$350 for the purchase of Christmas cards.
- Provincial Comptroller Directives**
- .03 The limit for ministers does not vary according to the number of portfolios each minister may be responsible for.
 - .04 The Deputy Minister to the Premier or delegate decides eligibility for equivalents to deputy ministers.
 - .05 All Christmas card costs are charged to the applicable ministry.