

LONDON POLICE SERVICES BOARD POLICY

LPSB Policy: 104

Title: Training Courses for Board Staff Policy

Approved: November 16, 2000

1. Policy:

It is the policy of the London Police Services Board with respect to training courses for Board staff that:

- a) The annual Board Budget may include monies allotted to Education/Tuition for Board staff;
- b) Each staff member shall obtain prior approval from the Board Personnel Committee to participate in a course of study for which reimbursement is being requested.

The course of study shall be related, or beneficial, to the staff member's work for the London Police Services Board;

- c) The Board shall reimburse the staff member for the cost, or a portion thereof, of tuition and books used for an approved course. The amount shall not exceed the budget allotment for the year in which the reimbursement is requested. All text books shall become the property of the London Police Service library; and
- d) Each staff member, approved by the Board to attend a course or seminar outside of the municipality of London, shall be paid in accordance with the Board Travel and Convention Expense Policy.

Reference(s):

- **London Police Services Board Public Minutes: July 27, 2000, Item #7.**