



Type:	C – Institutional	Last Approved: Sept. 23, 1993
Executive Responsibility:	Vice-President Administration & Finance	Next Review: Oct., 2015
Administrative Responsibility:	Manager, Human Resources	Procedure:

STATEMENT:

Vancouver Island University will offer a Deferred Salary Leave Plan to all regular employees with two (2) complete calendar years of **regular** service separate from any assisted or unassisted leave plans which may be contained in any or all collective agreements.

The Plan will be subject to regulations contained in the current Income Tax Act and will be administered under guidelines maintained by the Vice-President, Administration & Finance.

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