
Lifespan System-Wide Policy

Subject:
Holiday
Parties

File Under:
Fin - 36

Latest Revision Date:

Issuing Department:
Finance

Original Policy Date
4/1/16

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Approved by:



**Vice President, Finance-
Corporate Services**

Policy Number:
Lifespan Finance #36



Executive Vice President & CFO

I. Purpose:

To define the policy and procedure for reimbursement of holiday parties.

II. Eligibility:

This policy shall apply to all Lifespan affiliates.

III. Policy:

Holiday parties will not be reimbursed from either operating responsibility centers or restricted funds. Any exceptions must be approved in advance by the CEO's Council and documented in a memorandum from the EVP/CFO.