

Reference: HUMAN RESOURCES
Section: GENERAL
Title: EMPLOYEE EVENTS - BRANCH PARTICIPATION
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I. PURPOSE

The purpose of this policy is to better define the areas of jurisdiction of Public Affairs and Human Resources Departments within the Niagara Frontier Transportation Authority and the Niagara Frontier Transit Metro System, Inc. (collectively referred to as "NFTA" or "Authority").

II. POLICY

All matters that relate to employee training and retirement & recognition dinners (*e.g.* ticket sales and the like), shall fall within the jurisdiction of the Human Resources Department. Participation in career nights, employee opportunity and benefit fairs, etc., will also be up to the discretion of the Human Resources Department.

In such cases where the Authority is, or will, become involved in social events, which will have a bearing upon the image of the organization within the community, the Public Affairs Department will act as the lead branch.

In all cases, the Public Affairs Department will act as an adjunct to the Human Resources Department, providing materials and staff support when appropriate.