

Greater Wellington's Management Policies

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Recently Approved Policies

Privacy Policy

A policy to ensure that Greater Wellington manages personal information consistently with the Privacy Act 1993, that Privacy Act requests are promptly brought to the attention of the Privacy Officer and dealt with appropriately.

Approved Privacy Policy (December 2007)

Vehicle Use Policy

A policy providing for the authorised use of Greater Wellington vehicles.

Approved Greater Wellington vehicle use policy (December 2007)

Koha Policy

A policy to ensure that the giving of koha is culturally appropriate and in line with Greater Wellington's sensitive expenditure policy.

Approved Policy on Koha (December 2007)

Go Smart Vehicle Purchasing Policy

A policy outlining how Greater Wellington makes decisions about vehicle purchases. (This policy updates sections of the Vehicle Acquisition Policy.)

Approved Go Smart Vehicle Purchasing Policy (October 2007)

Protected Disclosures Policy

Greater Wellington's Protected Disclosures Policy sets out our procedures for receiving and dealing with wrongdoing in Greater Wellington Regional Council. Protected Disclosures are also commonly known as "whistleblowing".

Approved Protected Disclosures Policy (August 2007)

Sensitive Expenditure Policy (including gifts and invitations)

To ensure that sensitive expenditure by Greater Wellington employees and contractors is justifiable, appropriate, and within budget and levels of delegation.

Approved Sensitive Expenditure (Staff Members) Policy -including gifts and invitations (October 2007)

Entertainment and Hospitality Expenditure Policy

To ensure that entertainment and hospitality expenditure is appropriate and related to Greater Wellington business.

Approved Entertainment and Hospitality Policy (October 2007)

Policy on Credit Card Use (including Cash Advances)

To ensure the use of Greater Wellington credit cards is limited to Greater Wellington related expenditure, and falls within agreed expenditure limits.

Approved Credit Card Policy (October 2007)

Other Approved Policies

Policy on Supplementary leave

Policy on Smoke-free working environment

Policy on Occupational Overuse Syndrome

Policy on Conflict of Interest

Policy on staff carrying out work for GW in private capacity

Vehicle Acquisition Policy

IT acquisition policy

Policy on use of private vehicles for GW business

Policy on personal effects cover for Greater Wellington's employees

Policy on formulating, adopting and registering Greater Wellington's management policies

GW Internal Fraud Policy

GW Purchasing Policy