NL Health Services

Tabled by the Leader of the Official Opposition - with leave.
K Shirley Glynn
March 6, 2025

Memorandum

To: All Management, NL Health Services
From: Karen Stone, KC, CEO (Interim)
Date: January 10, 2025
Re: **Travel for Employer Business**

It is important for NL Health Services to ensure that spending remains within our annual budget allocation. For the 2024/2025 budget year we have also been given a $50 million savings target. Thank you to everyone who put forward savings initiatives, it will be important to achieve those savings and I am confident that working together we will be successful.

Unfortunately, we still need to find additional savings and we have determined that eliminating all discretionary business travel for the final quarter (January-March 2025) is required.

The following would be considered discretionary:

1. Out of province travel for meetings or conferences
2. Interprovincial travel to attend meetings or conferences
3. Interprovincial travel for the purpose of site visibility

To request an exception, the portfolio VP must obtain approval from the CEO.

In addition, should travel be approved, carpooling and using fleet vehicles is encouraged. Air travel should be avoided if at all possible.

Thank you for your help to ensure we meet our budget objectives.