

Excerpt from GMM Minutes 28 April 2017, signed 25 May 2017, RDIMS 659430

Annex A – Standing Authorities

1. <u>MESS SUBSCRIPTIONS</u> . The following mess subscriptions are authorized:					
Member Type	Dues	Gift	Charity	GST	Total
Regular Member	\$23.21	\$2.00	\$0.50	\$1.29	\$27.00
Regular Member (NCDT/OCDT)	\$11.51	\$2.00	\$0.50	\$0.71	\$14.72
Associate Retired (-65)	\$24.21	\$1.00	\$0.50	\$1.29	\$27.00
Associate Retired (+65)	\$16.18	\$1.00	\$0.50	\$0.88	\$18.56
Associate Working	\$24.21	\$1.00	\$0.50	\$1.29	\$27.00
Associate Social	\$24.21	\$1.00	\$0.50	\$1.29	\$27.00
CFMETR	\$0.00	\$2.00	\$0.00	\$0.10	\$2.10
Honorary (all)	No fees	No fees	No fees	No fees	No fees
2. <u>OPERATING EXPENDITURES</u> . Miscellaneous or general expense item of a non-recurring nature required for the effective daily operation of the Mess:					
a. <u>PMC (or VPMC, if PMC is away)</u> . Per quarter, up to \$1,000;					
b. <u>Mess Manager</u> . Per month, up to \$250;					
c. <u>Mess Committee</u> . May authorize up to \$7,000 as necessary for emergencies; and					
d. <u>Membership at Large</u> . Approval at a General Mess Meeting is required for major unbudgeted expenditures.					
3. <u>HOSTING CARDS</u> . To conduct official entertainment on behalf of the Mess, to the limit in the budget, cards are authorized:					
a. <u>PMC Chit</u> : \$250 quarterly for bar or meal;					
b. <u>VPMC Naden Chit</u> : \$135 quarterly for bar or meal;					
c. <u>VPMC Gunroom Chit</u> : \$135 quarterly for bar or meal;					
d. <u>VENTURE Student Commander Chit</u> : \$75 quarterly for the bar.					
4. <u>TESTIMONIAL (GIFT) FUND</u> . The membership authorizes expenditures from the fund up to, but not exceeding, the amounts shown below:					
a. <u>Death of a Member</u> . \$100; purchase of a token of sympathy, a floral tribute or an equivalent charitable donation, in accordance with the desires of the late Member's family or the Member;					
b. <u>Death in a Member's immediate family</u> . \$100; purchase as a token of sympathy in the event of the death of a Member's immediate family, a floral tribute or an equivalent charitable donation, in accordance with the desires of the Member;					
c. <u>Retirement 20+ years CAF</u> . \$250; purchase of a retirement gift for an Ordinary Member retiring with not less than 20 years of service with the Canadian Armed Forces. Expenditures for retirement gifts may be for any item, or portion thereof, up to the authorized amount.					

<p>Normally the selection and presentation of this gift will be organized by the Member's unit or section, taking into account the desires of the Member. Payment will be made by the Mess office on presentation of a receipt and appropriate information on the officer to whom the gift is being presented;</p>
<p>d. <u>Posting Ordinary Member</u>. \$50; purchase of a memento for each Ordinary Member departing on posting who has been a Member of the Mess for at least 24 months. Normally the selection and presentation of this gift will be organized by the Member's unit or section, taking into account the desires of the Member. Payment will be made by the Mess office on presentation of a receipt and appropriate information on the officer to whom the gift is being presented;</p>
<p>e. <u>Departing PMC</u>. \$50; purchase of a memento for a departing PMC, in addition to any amount authorized above for either a retirement gift or a posting gift;</p>
<p>f. <u>Departing Formation or Base Commander</u>. \$300; purchase of a gift for a departing Commander, MARPAC or \$150 for the Base Commander, in addition to any amount authorized above for either a retirement gift or a posting gift;</p>
<p>g. <u>Departing Formation CPO</u>. \$150; purchase of a gift, or as part of a larger gift in conjunction with the other Messes, upon the retirement or posting of the Formation CPO; and</p>
<p>h. <u>Births/Adoptions</u>. \$100; purchase of a token of congratulations. Normally the selection and presentation of this gift will be organized by the Member's unit or section, taking into account the desires of the Member. Payment will be made by the Mess office on presentation of a receipt and appropriate information on the officer to whom the gift is being presented.</p>
<p>5. <u>CHARITY FUND</u>. Outside of the charity disbursements approved at a General Mess Meeting, the Mess Committee authorize disbursements from the Charity Fund, limited to unforeseen occurrences, up to \$500 per disbursement, and not exceeding \$1,000 per year in total. Expenditures from the Charity Fund shall not be allowed to place the fund in an overdraft position.</p>
<p>6. <u>MESS EVENT CHITS</u>. Up to the limit in the overall Mess budget, Members and serving Officers, subject to procedures outlined by the Mess Committee, are authorized to claim per event:</p>
<p>a. <u>Taxi chit</u>. Valued at no more than \$20 per member, proceeding from the Mess directly to their place of residence (only); or</p>
<p>b. <u>Wardroom room rental chit</u>. Valued at \$20, towards a room rental at the Naden Wardroom; or</p>
<p>c. <u>Child care chit</u>. Valued at \$20 per member.</p>
<p>7. <u>SURCHARGES</u>. In order to continue administrative costs and maintain the Mess standards, surcharges will be levied for all services for use of the Mess and its facilities for private functions (i.e. – not Official Hospitality Events, Command/Base, Official, Unit Support Functions or other DND events, or Mess events):</p>
<p>a. <u>Costs/Wages</u>. A 20% surcharge applied to food costs, food service staff wages, bartender wages, Event Coordinator wages;</p>
<p>b. <u>Use of rooms</u>. An administrative surcharge of \$2.00 per person, to a maximum of \$200 per function; and</p>
<p>c. <u>Bar Sales</u>. The Executive may authorize increased pricing for bar sales, where permitted by NPP regulations.</p>