



**SIMON FRASER UNIVERSITY**  
**Policies and Procedures**

**Date**  
March 1, 1970

**Number**  
AD 9-21

**Revision Date**  
January 1, 2006

**Revision No.**  
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**Retirement**

(Applies to all University Support Staff)

**2. General Policy Statement**

**6. The Letter of Appointment**

Shall generally provide for the following:

- a. appointment terms which shall be temporary and of a limited and fixed duration
- b. an outline of the work to be performed
- c. remuneration, established in accordance with the work to be performed
- d. benefits to which the employee is entitled which will be commensurate with temporary employment.