

Account Code	Description	Type of Entries
--------------	-------------	-----------------

**Fees** These accounts record all non-professional fees charged by external parties.

7563 Pension Plan Administration Fees paid for investment and custodial services on the pension plan.

7564 Employee Assistance Program Expenditures related to providing the services in the E.A.P.

**Recruitment** These accounts record the costs associated with interviewing and hiring employees. These accounts are used by Human Resources only.

7921 Candidate Travel All costs of bringing applicants to an interview.

7922 Relocation Expense Any relocation expenses reimbursed to an employee or paid directly to a moving company. Please note that the use of this code must be accompanied by the unique LOCN code assigned to the employee.

7923 Relocation Expense - T4A Any relocation assistance (lump sum) paid out to an employee. Please note that the use of this code must be accompanied by the unique LOCN code assigned to the employee.

7924 Recruitment Advertising All expenses related to recruiting faculty and staff.

**Labour Relations** These accounts record the costs associated with negotiating and administering collective agreements.

7925 Internal Promotion All expenses related to human resource communication initiatives targeted to existing personnel.

7929 Collective Agreements Costs of printing.  
7931 Award Program President's Award for Service Excellence and Creative Initiatives.

7940 Teaching & Excellence Award Used for budgeting only.

7941 Merit Awards Used for budgeting only.

7942	Recruitment and Retention Awards	Used for budgeting only.
7950	Other Agreement Costs	
7951	Mediation	