



Office de la propriété
intellectuelle
du Canada

Canadian
Intellectual Property
Office

An Agency of
Industry Canada

Un organisme
d'Industrie Canada

December 11, 2012

Mr. Jonathan Ward
Information Branch
50, Victoria Street
Gatineau, Quebec
K1A 0C9

Jonathan,

Within the framework of Industry Canada's awards program, I am pleased to recognize your important implication in re-launching Industry Canada Managers' Community.

Your contribution to this initiative is highly appreciated and I am pleased to award you with an Instant Merit Award of a \$50.00 value.

Please note that you can claim this award during this fiscal year. You can choose between the following two options to claim your award:

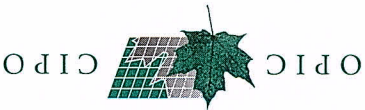
The first option available to you is to purchase a gift of your choice with a value up to \$50.00 (including GST and PST). Please provide your receipt and a copy of this letter to Anne Charbonneau, the Award and Recognition Program Coordinator, in order for you to be reimbursed. Please note that this non-monetary award is considered a taxable benefit and that it will be included on your T4 form.

If you choose the second option, you are invited to select a gift from the iBoutique, at the following website address:

www.iboutique.ca
Access as a 'Recipient'
Enter the Department code 'IC'
Level 2 (gift selection)

.../2

www.optic.ic.ca / www.cipo.ic.ca



Canada

Following your choice, please advise Anne Charbonneau, the Award and Recognition Program Coordinator, who will place the order on your behalf. Please note that there is no limit to the number of awards an employee can receive in a year, however, there is a \$500.00 exemption from it being a taxable benefit after which the difference in the amount exceeding \$500.00 becomes a taxable benefit.

I wish to convey my personal thanks for your valuable contribution to the Department.

Marie-Armande Katia Bertrand
Acting Director
Information Branch

c.c. Anne Charbonneau, Coordinator
Award and Recognition Program



Jonathan Ward
A/Head, Electronic Communication
Corporate Communication Service
Information Branch
Canadian Intellectual Property Office
50 Victoria Street
Gatineau, Quebec
K1A 0C9

Jonathan,
~~Dear Mr. Ward~~

We wish to extend our sincere appreciation for your efforts in re-launching Industry Canada Managers' Community. We would like to recognize your involvement in this endeavour which will provide positive benefits to all managers through the sharing of best practices, improved communication and in helping the department provide better support to its management cadre. Your role and dedication to this Community are extremely important and we thank you for your engagement.

On behalf of the management team, we would like to thank you for your willingness and efforts in re-establishing the IC Managers Community. We all look forward to the Community's continuing success.

Sincerely,

Pierre R. Bélisle
Executive Director
Corporate Strategies and Services

Marie-André Katia Bertrand
Acting Director
Information Branch

