



GOVERNANCE

Board Approved: September 30, 2008 BM #:04: 2008-2009
Board reviewed and Approved October 23, 2014 BM #10: 2014-2015
Board Approved: June 22, 2017 BM # 46: 2016-2017

NAME: BOARD MEMBER HONORARIA AND EXPENSES

SOURCE: Regional Colleges Act: Section 7 (10) (11)

POLICY:

PER DIEM

Rates to be determined by Order in Council.

CLAIMABLE EXPENSES

Claimable expenses are actual and reasonable expenses for meals, accommodation, parking, incidentals, and tuition/registration fees for approved developmental activities. In the absence of receipts, meals may be claimed at Public Service Commission approved rates.

Mileage may be claimed at rates approved by the Public Service Commission.

The procedure for approval of expense claims is as follows:

<u>Claimant</u>	<u>Submit for Approval</u>
CEO	Board Chairperson (Vice Chair or other Board member in his/her absence)
Board Member	Board Chairperson (Vice Chair or CEO in his/her absence)
Board Chairperson	CEO (or Vice-Chair in his/her absence)

*Approval denotes that expenditures noted on the claim form are deemed appropriate.