

GN Policies and Procedures

Policy Section: Committees and External Organizations

Subsection: Indoor Program Committee

Topic: Speaker Compensation

Status: Approved by Board

Date: 5 January 2024

Policy Statement

1. The Committee will provide reasonable compensation to speakers for their expenses which are not reimbursed by other parties.
2. The committee will seek opportunities to co-sponsor speakers.

Procedures

1. Out-of-town speakers and local speakers ~~who are not a member of GN~~ will be given a gift as appropriate.
2. All out-of-town speakers will be invited to join members of the executive for a dinner at a local restaurant before the meeting. GN will pay for dinner for the speaker and the program coordinator, or designate.
3. Speakers who are being paid to present by their employers or another organization will not be given any additional compensation.
4. Other ~~out-of-town~~ presenters ~~that who~~ do not have agency support may be given an honorarium ~~as appropriate not to exceed \$250 unless approved by the Board~~. If these presenters are from out of town they may receive
 - a. Accommodation (choice of billeting with a member, or a mid-range hotel room),
 - b. Mileage: 60% of the Government of Canada Automobile Allowance Rates as posted on the Government of Canada website: www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/benefits-allowances/automobile/automobile-motor-vehicle-allowances/automobile-allowance-rates.html
 - c. Breakfast as applicable.
5. Speakers will be given an expense form to complete and return to GN accompanied by receipt(s) in order to be reimbursed for their expenses.