

GN Policies and Procedures

Policy Section: Committees and External Organizations

Subsection: Indoor Program Committee

Topic: Speaker Compensation

Status: Approved by GN Board

Date: 4 June 2013

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 do not have agency support will be given:
 - a) Accommodation (choice of billeting with a member, or a mid-range hotel room),
 - b) Cost of gasoline, estimated at \$0.15/km,
 - c) Honorarium as appropriate.
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.