

Policy 1001 Reimbursement Policy for Regional and Zone Chairs plus the G.A.T Coordinators.

Reason Why.

It was raised with the District Governor that consideration should be given to the Regional and zone chairs to be compensated for their mileage when visiting Clubs in the District. This would take the financial burden off the individuals who volunteer for these positions. It was hoped that this might attract more people to take up these appointments.

1. The amount set to cover this expenditure between now and the end of June 2021 could be up to \$2000. It is not known but from September It will provide good bases for the budget discussions, to be reviewed. before or at the next Budget being set in May 2021.

The Policy

2. **Ratification of proposal agreed to by Cabinet and in force since 1st September 2020:**
3. Millage allowance extended to the GAT Coordinators and Zone Chairs. At present
4. The reimbursed mileage allowance will be at the Cabinet rate of .50 cents per kilometers.
5. The GAT coordinators reimbursement from the training allocation will be as follows:
 - a. Where involved in facilitating training.
 - b. At the invitation of a Club, to conduct or facilitate an information evening.
6. The Zone Chair activities for reimbursement are:
 - a. The annual Club visit to each club in the zone.
 - b. The District Governors or VDG's visits to clubs in the Zone.
 - c. Two additional Club Visits to clubs in the zone.
 - d. To attend their Zone Meetings.

This initiative is not retrospective, and each claim is to be accompanied with a Report on the Club Visit or Information event. Attached as Annex A to this Policy 1001.

7. The reimbursement form is to be **signed by the District Governor** and forms are submitted at the end of each month for processing.

Date	Amendment made	Admin Cmte Actioned	Remarks
25 May 24	Para 6c deleted 'Struggling'	Inc ZC Visits to clubs	

Reimbursement form GAT Coordinators, Regional /Zone Chair Club activity

Name;.....**Appointment**.....

Bank Account Number.....

Date	Detailed Club Activity Report	Google Maps Mileage	Amount

Approved District Governor.....Date.....

Treasurer.....Actioned