

# **Globethics Rules on Expenses and Compensation**

*Approved by the Globethics General Assembly on 19 September 2008.*

## **1. Basis**

The basis for these Rules on Expenses and Compensation of the Globethics Foundation is Art. 12 of the Statutes, "Compensation":

- 1.1 Members of the Board and of Board commissions serve on an honorary basis and are only reimbursed for travel and other expenses effectively incurred.
- 1.2 Individual members of the Board can be offered appropriate compensation for special mandates.
- 1.3 The Rules on Expenses regulate individual cases. These rules must be approved by the federal foundation supervisory authority.

## **2. Scope**

- 2.1 The Rules on Expenses shall apply to the Globethics Board, as well as to the Commissions of the Board it appoints. Separate Globethics Employed Staff Regulations shall apply to staff employed by the Foundation.
- 2.2 The Rules on Expenses apply to statutory meetings of the Board of Foundation and its commissions.
- 2.3 Rules concerning compensation are contained in Article 5.

## **3. Travel Expenses**

- 3.1 The Foundation shall assume the travel expenses of Board and commission members for statutory meetings, unless these expenses are assumed by a third party such as the employer.
- 3.2 Travel expenses shall include the cost of travel from the place of employment to the meeting venue (air and train travel), travel and cancellation insurance, visa fees and health insurance not otherwise covered. Compensation applies to economy class. Justified exceptions shall be approved by the Chair, who shall inform the Board.

## **4. Costs**

- 4.1 The Foundation shall assume the cost of lodging and meals for the duration of the meeting. Additional expenses including phone charges are not reimbursed.
- 4.2 The Foundation shall assume extraordinary expenses for activities on behalf of the Board of the Foundation or one of its commissions only with prior approval and upon presentation of the receipts.
- 4.3 In exceptional cases if warranted, the Chair may grant a per diem payment of a maximum of CHF 50.

## **5. Compensation**

- 5.1 Individual members of the Board may be offered appropriate compensation for extraordinary services (e.g. a mandate for an expertise). Such compensation shall be the object of a separate Service Agreement.
- 5.2 Remuneration of such services for individual members of these bodies requires a separate approval of the Chair and the Director.
- 5.3 The Chair shall report on such compensation to the Board.