



Policy Number	015-M-2007
Policy Group	Membership
Policy Name	Reimbursement for Attendance at Affiliate Organizations
Date of Origin	June 2007
Date Amended	September 2014, August 2012, September 2008
Date Reviewed	October 2011, November 2013, October 2015, November 2016, November 2017, November 2018, December 2019, October 2020

- PURPOSE** To ensure approved delegates receive reimbursement for attendance at affiliate organization events.
- SCOPE** Members
- POLICY STATEMENT** SUN acknowledges the value of participating with other trade union organizations and recognizes its financial responsibility of remuneration to delegates.
- PROCEDURE**
- SFL Convention
- Funding for approved members (in accordance with 017-B-2007) to the SFL Convention shall be for meeting days as per the following:
- Salary**
- a) Salary continuance will be paid for leaves of absence on approved union business.
 - b) Any member who is on approved union business on a day off shall be reimbursed for a minimum of four (4) hours to a maximum of eight (8) hours at the current salary step.
- Travel**
- a) Mileage, as determined annually by the Board of Directors in the budget, shall be paid for round trip travel in excess of fifty (50) kilometres one-way for approved union business.
 - b) The Board of Directors, SUN District Council chairpersons or designate and Committee members shall be paid travel time for round trip travel in excess of fifty (50) kilometres one-way or, inclusive of flight time over one hour, at their regular



hourly rate for Board and committee meetings, inclusive of the Annual Meeting and Bargaining Conference.

- c) Travel time as per b) above shall be paid for Board of Directors, SUN District Council chairpersons or designate and Committee members traveling on their day off. Travel time may be taken as equivalent time in lieu.
- d) When a Board member, SUN District Council chairpersons or designate or Committee member is compensated through salary continuance, travel time shall not be paid except for that time which is in excess of the total number of hours paid out in salary continuance.

Example:

8.0	hours meeting
<u>+5.0</u>	hours travel
13.0	hours
<u>-11.78</u>	hours salary continuance
1.22	hours travel time

Reimbursement for shared accommodation costs, taking gender and members with young children into consideration, shall be provided. Funding for meals shall be in accordance with SUN policies except for meals covered by convention registration.

CFNU Biennium/CLC Convention

Funding for approved members to the CFNU Biennium or to the CLC Convention shall be up to a maximum of 40 hours inclusive of travel time at the members' rate of pay and shall also include shared accommodation hotel costs, taking gender and members with young children into consideration and transportation in the most cost effective manner, which will be determined in budget development, taking location into consideration. Alternate travel arrangements shall be determined in accordance with 052-M-2012.

Funding for meals shall be in accordance with SUN policies except for meals covered by convention registration.



Other Affiliation Events

Members, who are invited to participate in approved external committees, interest group events, or course facilitation at our labour affiliation schools, may make application to the First Vice-President for funding, which will be determined annually in the budget.

Applicants for funding to facilitate a labour affiliation school shall have previous recognized individual participation at the labour affiliation school.

APPROVED