



Policy Number	015-M-2007
Policy Group	Membership
Policy Name	Reimbursement for Attendance at Affiliate Organizations
Date of Origin	06-2007
Date Amended	10-2022, 09-2014, 08-2012
Date Reviewed	11-2022, 11-2021, 10-2020

- 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**
- Saskatchewan Federation of Labour (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 Network 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.



- c) Travel time as per b) above shall be paid for Board of Directors, SUN Network Council chairpersons or designate and Committee members traveling on their day off. Travel time may be taken as equivalent time in lieu. Travel time would not be paid for full time elected Board members and Network Leads.
- d) When a Board member, SUN Network Council chairperson 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.

Canadian Federation of Nurses Unions (CFNU) Biennium and
Canadian Labour Congress (CLC) Triennium

Funding for approved members to the CFNU Biennium or to the CLC Triennium 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 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