



Western Australian
Underwater Hockey Commission

Reimbursement of Expenses Policy

It is desirable for UWHWA committee meetings to take place on the same weekends as hockey events and to be held in each of the regions, to reduce and spread the costs of committee members' attendance at meetings.

Each committee member (and sub-committee member, if any) may, upon application, be reimbursed up to a maximum of \$100 to cover their proven out of pocket travel expenses for each committee meeting or general meeting that they attend in person, subject to demonstrating that the primary purpose of their travel was to attend the committee meeting.

Committee members are expected to prepare for the meeting in advance and attend the full duration of the meeting in order to be reimbursed.

Adopted 9 December 2018

President

Secretary