

Expenses regulations

according to the decisions of 14.05.2022, 5.12.2023 & 27.2.2023

Committee Event	Details
<i>Board</i>	<ul style="list-style-type: none"> – Attendance fee of CHF 300 for each Board meeting (live) for all Board members including the Chairman. – Attendance fee of CHF 150 for each Zoom Board meeting for all Board members including the President. – In addition to the attendance fee, travel expenses are reimbursed on the basis of a 1st class Halbtax train ticket.
<i>President</i>	<ul style="list-style-type: none"> – The president receives CHF 3000 annually plus travel expenses and attendance fees in accordance with the delegated tasks.
<i>Retreat</i>	<ul style="list-style-type: none"> – All participants receive an attendance fee of CHF 300. – Practice owners receive <u>in addition</u> CHF 500 per ½ day (in accordance with FMH regulations). – In addition to the attendance fee and praxis owner fee, travel expenses are reimbursed on the basis of a maximum 1st class Halbtax train ticket. – Non-Board members who present a paper for a working group on behalf of the Board receive a CHF 300 attendance fee. In addition, non-members of the Board of Directors are reimbursed travel expenses on the basis of a 1st class Halbtax train ticket without additional reimbursement of expenses.
<i>Delegated Tasks</i>	<p>This includes a special remuneration for special assignments for the SSA (participation delegated by the Board, primarily in professional policy meetings such as FMCH, FMH, SIWF, etc.):</p> <ul style="list-style-type: none"> – Practice owners receive CHF 500 per ½ day for SSA commitments (in accordance with FMH regulations). – In addition to the attendance fee, travel expenses are reimbursed on the basis of a maximum 1st class Halbtax train ticket for all. Economy class flights and hotel accommodation are also reimbursed.
<i>Auditors examiners (Examination and accreditation account)</i>	<ul style="list-style-type: none"> – Examiners receive a flat-rate expense allowance of CHF 1000 per day. – Examiners are reimbursed for travel expenses up to a maximum of a 1st class Halbtax train ticket.

Expense reports should be submitted to the office by the end of the current year using the attached expense form to: sga-ssa@meister-concept.ch

27.2.2025, Lucia Mazzolai, President



Expense form Board SGA

Beneficiary

Name	_____
Surname	_____
Address	_____
Zip code Place of residence	_____
Land	_____

Bank details

Bank	_____
Address, Place	_____
IBAN-No	_____
SWIFT	_____

Date	Other special task for SSA (please specify task)	Amount in CHF for task	Amount in CHF for travel expenses
Total order and travel expenses:			
		Total:	

Remuneration for Board meetings is calculated according to attendance and paid internally by the secretariat. With my signature, I confirm that the information I have provided is correct.

Place, Date _____ Signature _____