



FÉDÉRATION AÉRONAUTIQUE INTERNATIONALE INTERNATIONAL GLIDING COMMISSION

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IGC Financial Policy Dated March 2009

IGC has four categories of financial activity ranked by priority.

Priority 1 - Statutory

These are statutory functions, including attendance at FAI Meetings and the FAI General Conference, IGC Meetings, Bureau meetings not associated with IGC Plenary meetings and Secretarial functions. The IGC President and IGC Secretary are entitled to the reimbursement of their travel and accommodation in accordance with the provisions below. Should either elected person be unable represent the IGC, their nominated representatives shall be entitled to the same reimbursements. In exceptional circumstances the IGC Bureau may approve the payment of qualified expenses (see guideline sections TRAVEL, ACCOMODATION, DAILY MEAL ALLOWANCE) for a Bureau member, other than the IGC President or IGC Secretary, to attend IGC meetings.

Expense claims will always be funded provided:

1. IGC has funds to meet the expenses
2. Claims are approved by the IGC Treasurer and
3. There is no alternative funding available from national gliding organisations

Priority 2 - IGC Controlled Revenue Generating activities

These are activities that IGC control and that generate revenue, for example GFAC, International Ranking System, Annex A (Championship Sanction Fees) etc. Direct expenses related to the project will be funded out of revenue from the project subject to, reasonably business practice, the production of a budget and may be approved by the treasurer. Example: the cost of using 3rd party equipment for measuring the accuracy of a pressure transducer in a logger sent for approval. Indirect expenses, such as travelling or accommodation, related to the project may be funded subject to the submission of a budget and prior approval by the IGC Bureau.

Priority 3 - IGC Controlled but are not revenue generating

These are activities that IGC control but which do not generate any revenue, for example the web site, championship structure, class structure etc. Projects may be funded subject to Plenum approval.

Priority 4 - General Interest Activities

Examples: Airspace, environment. Funded as per priority 3 activities.

There are also guidelines to regulate the quantum of travel and subsistence expenses.

Travel

IGC will pay the return economy class airfare or 2nd class rail fare on the most economic method of transport taking both the cost of the fare and the travelling time into consideration. Where possible public transport should be used for the transfer from the arrival terminal to the hotel, but taxi fares will be accepted where there is no alternative. If an individual elects to upgrade to higher class, the cost of the upgrade will be their individual responsibility.

Accommodation

IGC will pay for the most economic room in the hotel used by the majority of delegates attending the meeting in question from the day preceding the meeting up to and including the night on which the meeting finishes. If the basic room rate includes meals this will be accepted as part of the expense. The IGC will not pay for telephone, bar service or other expenses incurred at the hotel.

Daily meal allowance

IGC will provide a daily meal allowance equivalent to 40EUR for IGC representatives required to attend meetings on behalf of the IGC community (for example, attendance at ICAO meetings). In all other cases the IGC will not pay for any meals except where they are an inclusive part of the hotel bill.

Expense Claims

Expense claims must be lodged in accordance with the FAI “summary of expenses”.