

## Amendments to the Rule Book on travel reimbursement

<b>Nº</b>	<b>Party</b>	<b>Lines</b>	<b>Action</b>	<b>Current Text</b>	<b>Proposed Amendment</b>	<b>Explanation/Comment</b>
1	De Groenen	16	add a new point		withdrawal of reimbursement rights;	<p>It is a current practice of the committee to deny reimbursement to delegates of member parties who default on the obligation to pay the membership fee.</p> <p>1. Member parties which default on their membership fee and have full reimbursement rights don't have the means to pay for these costs. Withdrawing their reimbursement rights will in practice withdraw their right to participate in meetings including the council. This is an undesirable consequence since member parties are obliged to regularly attend council meetings.</p> <p>2. The practice of the committee is a breach of the spirit of the current article 6.5.3 which says that only the council can withdraw participation rights. By denying reimbursement the committee is curbing participation rights of member parties without approval from the council. By adding this bullet we eliminate any remaining doubt about this interpretation.</p>
2	De Groenen	21-23	delete	6.5.5. In the case of non-payment of Membership Fees, the Committee, acting on the advice of the Treasurer, is authorised to withdraw voting rights of that Member prior to the opening of each voting session at the Council.		<p>1. If a member party is unable to pay its membership fee the concerned party should have the right to present its financial situation to the council and explain the reason why it cannot fulfil its obligations. After that the council can discuss if withdrawing the right to vote is an appropriate measure in the given circumstances.</p> <p>2. The committee lacks transparency about the use of this article. It withdraw 3 of the 98 allocated votes at the council in Istanbul but didn't inform the council about which member parties this concerned. A written inquiry from De Groenen about this matter has until now left unanswered by the committee.</p>
3	EGP Committee	31	replace	Reimbursement <b>Guidelines for EGP Council</b>	Reimbursement <b>Rules of the European Green Party</b>	The revised reimbursement rules would also include the guidelines for reimbursement to other meetings

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4	EGP Committee	49-51	replace	Everyone who undertakes travel approved by the European Greens Committee and the Treasurer or the Secretary General will be reimbursed costs. This applies also to the European Greens Committee members and European Greens staff.	Everyone who undertakes travel approved by the European Green Party Committee or the Treasurer or the Secretary General will be reimbursed costs <b>(fully or partially)</b> . This applies also to the European Green Party Committee members, European Green Party staff, <b>Finance Advisory Board and Conciliation Panel and other European Green Party bodies.</b>	
4	De Groenen	49-51	add	This applies also to the European Greens Committee members and European Greens staff.	This applies also to the <b>Delegates to the Council</b> , European Greens Committee members and European Greens staff.	Delegates are expected to attend the Council because of Rule Book Article 11.6. They don't need approval of the Committee for that.
5	EGP Committee	51	add after line 51		Reimbursement for participation in EGP meetings, including Council meetings, will only be payable after prior approval by the EGP office of the amount; efforts must be made to guarantee the cheapest fare (by example through early booking).	
5	De Groenen	51	add		If the EGP approves the booking of an air ticket it offers to book the ticket on behalf of the one who made the request.	This is a useful service for those eligible for reimbursement but having difficulty to advance the costs.
6	EGP Committee	61	replace (editorial)	europeangreens@europeangreens.org	<a href="mailto:reimbursement@europeangreens.eu">reimbursement@europeangreens.eu</a>	editorial change
7	EGP Committee	66	add a new point		EGP provides reimbursement of 85% of the participation fees in EGP meetings for parties eligible for reimbursement.	
8	EGP Committee	70	delete	Examples of footprint calculators can be found below and are included in the reimbursement form.		
9	EGP Committee	70	reposition (editorial)	currently part of the annex L	Reimbursement for travel distance less than 500 km is only provided for the 2nd class train return tickets and for travel distance of more than 500 km – for the 2nd class train or plane return ticket.	In order to have a clearer overview of the reimbursement eligibility the guidelines are proposed to be moved to annex J as the rule is valid for all travels
10	EGP Committee	70	add		For those entitled to reimbursement for travel costs, after two years of becoming eligible for reimbursement: 1. An own contribution of 10% of the travel costs incurred will be asked. 2. As soon as a party receives state funding or has parliamentary representation an own contribution of 25% of the travel costs incurred will be asked.	

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11	EGP Committee	121	add a new point		The travel and accommodation costs of one delegate shall be reimbursed for Full Member parties eligible for reimbursement under EGP Council reimbursement rules (Annex J and L).	Clarification for the reimbursement procedures for Working groups and networks participation.
12	EGP Committee	annex L	replace	see attachment Annex L of the EGP Rule Book - Overview of the Travel Reimbursement rules	see attachment Draft Annex L of the EGP Rule Book - Overview of the Reimbursement rules	

**Draft Annex L of the EGP Rule Book**  
**Overview of the Reimbursement Rules <sup>1</sup>**

<u>Fee Category</u>	<u>Full Member delegates</u>	<u>Candidate Member delegates</u>	<u>Associate Member delegates</u>
a) 200/400/ 500€	90% of the travel costs are covered by EGP for two delegates (four - for Congress)	90% of the travel costs are covered by EGP for two delegates	No reimbursement
b) 800/1000/ 1200€			
c) 1500/1600€			
d) 2000€ +	No reimbursement	No reimbursement	
<b>ACCOMMODATION</b>			
Fee category (a, b)	Accommodation in a twin room (extra fee for accommodation in a single room)		No reimbursement
Fee category (c, d)	Accommodation in a twin room (extra fee for accommodation in a single room) <sup>2</sup>		
<b>REGISTRATION FEE</b>			
Fee category (a)	85% of the registration fee is covered by EGP for two delegates (four – for Congress)	85% of the registration fee is covered by EGP for two delegates	No reimbursement
Fee category (b, c, d)	No		

<sup>1</sup> Own contribution to travel costs is applied after two years of becoming eligible for reimbursement.

<sup>2</sup> Costs for accommodation in a twin room will be reimbursed to Full and Candidate parties in fee category “c, d” as of 2016 if the increase of membership fees for 2016-2019 is adopted in 2015.

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<sup>1</sup> Own contribution to travel costs and participation fees will be applied as of 2016.