



PUBLIC SERVICE PENSION BOARD OF TRUSTEES

TRAVEL EXPENSE REIMBURSEMENT POLICY

Travel Expense Reimbursement Rates

In accordance with subsection 5.8(a) of the Public Service Pension Plan Joint Trust Agreement, the rates for reimbursement for travel expenses for members of the Public Service Pension Board of Trustees (Board) will be consistent with the rates established by Treasury Board for travel reimbursement for Group II employees, as amended from time to time by Treasury Board.

In addition, in the absence of a receipt, itemized incidental expenses of up to \$20 per day incurred while travelling for Board business will be eligible for reimbursement.

Travel Medical Insurance

When travelling outside Canada for Board business, trustees are advised to ensure that they have adequate travel medical insurance coverage. The Public Service Pension Board of Trustees is not liable for any costs associated with trustee medical expenses.

Travel medical insurance purchased solely for a Board member's travel out of Canada for Board business, is a reimbursable travel expense, with receipts, up to \$100 per year.

For clarity, travel out of Canada for trustee education and pension related conferences and events, in accordance with the Trustee Education Policy, is included as Board business.

Approved: December 9, 2005

Last Revised: March 12 and 13, 2020