

 Yukon Workers' Compensation Health and Safety Board	<b>Part:</b>	<b>YWCHSB Board of Directors</b>		
	<b>Board Approval:</b>		<b>Effective Date:</b>	<b>August 25, 2009</b>
	<b>Number:</b>	<b>BD-01</b>	<b>Last Revised:</b>	
	<b>Board Order:</b>		<b>Review Date:</b>	

**HONORARIA FOR THE YUKON WORKERS' COMPENSATION HEALTH & SAFETY BOARD, AND MEMBERS OF THE WORKERS' COMPENSATION APPEAL TRIBUNAL**

**GENERAL INFORMATION**

The members of the Board of Directors and the Yukon Workers' Compensation Appeal Tribunal (Tribunal) dedicate their time to Board of Director or Appeal Tribunal business. For the Board of Directors this includes Board of Directors' meetings, Board of Directors' financial and policy meetings, Board of Directors' public meetings, appeal hearings, preparation time, travel, and other obligations of the Board of Directors. For the Tribunal this includes Tribunal meetings, appeal hearings, preparation time, travel, and other obligations of the Tribunal.

**PURPOSE**

The members of the Board of Directors and the Tribunal wish to set an example of financial integrity. Honoraria rates, if claimed, will be paid under the Government of Yukon General Administration Manual - Policy 1.8, Corporate Policies General, Boards and Committees, Schedule A, Category D.

This policy provides clear guidelines to interpret the General Administration Manual insofar as practicable for the proper functioning of the Board of Directors or the Tribunal and to ensure consistency with Board directives.

**DEFINITIONS**

1. **Board Chair:** Board Chair means the Chair of the Board of Directors, or in his or her absence, the Alternate Chair of the Board of Directors.
2. **Tribunal Chair:** Tribunal Chair means the Chair of the Tribunal, or in his or her absence, the Alternate Chair of the Tribunal.

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3. **Board Member:** Board member means a representative of workers or employers who sits on the Board of Directors.
4. **Tribunal Member:** Tribunal member means a representative of the Workers' Compensation Appeal Tribunal who sits as a member of the Tribunal.
5. **Day:** Day means eight hours.
6. **Hearings:** Hearings include pre-hearings, hearings, post-hearing sessions and the drafting of decisions.
7. **Meetings:** Approved meetings mean Board of Directors' or Tribunal meetings or hearings as scheduled by the Chair, Board of Directors' or Tribunal training, Board of Directors' committee or public meetings, AWCBC Congress and Learning Symposium and travelling time.
8. **Preparation Time:** Preparation time means time spent preparing for meetings and appeals.
9. **Travelling Time:** Travelling time means direct travel time to and from Whitehorse to the AWCBC Congress and Learning Symposium or other meetings outside of the Whitehorse area, as well as travel to Whitehorse for meetings and hearings where members of the Tribunal or Board of Directors live in a Yukon community, other than Whitehorse and the surrounding areas.

## **POLICY STATEMENT**

### **Honoraria**

1. Subject to paragraph 5, honoraria, if claimed, shall only be paid to Board of Directors or Tribunal members for preparation and attendance at meetings, including travelling time.
2. Honoraria, if claimed, will be paid as established under the Government of Yukon General Administration Manual - Policy 1.8, Corporate Policies General, Boards and Committees, Schedule A, Honoraria rates under Category D.
3. For every meeting, honoraria, if claimed, will be paid at a day rate or one-half (1/2) the day rate for meetings of less than four hours.
4. Preparation time, if claimed, will be paid as follows:

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Workers' Compensation Appeal Tribunal**

- a) One half day preparing for a half day meeting.
  - b) One day preparing for a meeting of one day.
5. The Chair of the Tribunal or the Board of Directors is authorized to spend additional time in preparing and attending to Tribunal or Board of Directors' business, and is under an obligation to account for this additional time, in accordance with the budget allocation.

**APPLICATION**

This policy applies to the Board of Directors of the Yukon Workers' Compensation Health and Safety Board and the Yukon Workers' Compensation Appeal Tribunal.

**ACT REFERENCES**

Sections 62, 98, 99 and 100

**POLICY REFERENCES**

Government of Yukon:  
Government of Yukon General Administration Manual - Policy 1.8, Corporate Policies General, Boards and Committees, Schedule A, Category D.

**HISTORY**

BD-01, "Honoraria for the Workers' Compensation Health & Safety Board, and Members of the Workers' Compensation Appeal Tribunal", effective July 1, 2008; revoked August 25, 2009

BD-06, "Honoraria for the Workers' Compensation Health & Safety Board, and Members of the Workers' Compensation Appeal Tribunal", effective October 26, 2004; amended May 24, 2005; revoked July 1, 2008

BD-06, "Honoraria for the Appeal Tribunal and Members of the Workers' Compensation Health and Safety Board", effective July 25, 2000, revoked September 8, 2004.

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