



Technical Officials Allowance Scheme Policy

Policy Statement

The Metro North East Region relies on the contribution of our volunteer technical officials (TO) for the running of our events. This allowance policy was developed to assist the TOs with their expenses in providing these services. SMNE will pay an allowance for TOs that provide volunteer services at Metro North East sanctioned events.

Payment of Allowance

1. Rostered volunteers who provide TO services at SMNE sanctioned events can claim an allowance of \$25 per session (minimum 3 hours, maximum 5 hours).
2. Technical officials must provide the rostered services for the full session.
3. SMNE sanctioned events are:
 - a. SMNE Summer and Summer Long-Distance championships;
 - b. SMNE Winter and Winter Long-Distance championships;
 - c. SMNE Speedo Sprint Heats; and
 - d. SMNE run events determined by the SMNE board from time to time.
4. All technical officials who provide services are eligible to apply for the allowance. However, SMNE must prioritise TOs from the SMNE Area when rostering.
5. The payment of allowance shall be subject to the authorisation of the SMNE TSC or a nominated SMNE Board member if required.
6. No volunteer may authorise their own allowance. The SMNE Treasurer or SMNE President shall authorize any allowances that require independent authorisation.
7. All claims for allowance shall be made using the online TO sign up form for each event.
8. The ATSC, or delegate, shall authorise the online claims following each meet and forward them to the Treasurer for payment.
9. No allowances are to be paid in cash.
10. Timekeeping volunteers are ineligible to claim this allowance.

The SMNE Board approved this policy which now applies to all technical officials at Metro North East sanctioned events. This policy was approved as a pilot between May to December 2021.

This policy was reviewed at the 2021-22 AGM by the SMNE board following feedback after the pilot period.