



UNIVERSITY OF ECONOMICS IN BRATISLAVA

INTERNAL REGULATION
OF THE UNIVERSITY OF ECONOMICS IN BRATISLAVA

No. B/1/2022

Rules for Providing and Determination of Remuneration Amount and Reimbursement of Expenses to Members of Board of Governors of University of Economics in Bratislava

Following the approval by the Academic Senate of the University of Economics in Bratislava (hereinafter the "UEBA AS") the University of Economics in Bratislava (hereinafter the "UEBA") is issuing these **Rules for Providing and Determination of Remuneration Amount and Reimbursement of Expenses to Members of Board of Governors of University of Economics in Bratislava** (hereinafter the "Rules") in accordance with Article 15(1)(n) and Article 40(14) of the Act No. 131/2002 Coll. on universities and on amendments and supplements of certain laws, as amended (hereinafter the "Universities Act").

Article 1

Introductory Provisions

- (1) The Rules purport to set basic principles and terms for remuneration of Members of the Board of Governors of the University of Economics in Bratislava (hereinafter the "UEBA BoG"), including the method of providing reimbursement of expenses associated with the performance of UEBA BoG Member's duties.
- (2) Members of the UEBA BoG are entitled to remuneration for the time spent performing their duties at a UEBA BoG meeting and to reimbursement of the expenses associated with the performance of such duties.
- (3) For the purposes hereof, remuneration shall be deemed to mean financial consideration for the time spent performing one's duties at a UEBA BoG meeting (hereinafter "Remuneration"). Remuneration shall also include the time spent by a UEBA BoG member that is required for his/her preparation for the UEBA BoG meeting.
- (4) For the purposes hereof, Reimbursement shall be deemed to mean the reimbursement as defined by Act No. 238/2002 Coll. on travel allowances as amended (hereinafter the "Travel Allowances Act").
- (5) For the purpose of providing remuneration and reimbursement of expenses to a UEBA BoG member, the UEBA shall conclude with the UEBA BoG member an agreement on performing the duties of a UEBA BoG member (hereinafter the "Agreement"). Agreement shall be concluded on behalf of the UEBA by the UEBA Rector upon the appointment of a natural person as a UEBA BoG member.

Article 2

Remuneration

- (1) The UEBA undertakes to pay the **Chair of the Board of Governors** a remuneration for the time spent performing his/her duties at a BoG meeting. The UEBA undertakes to pay the Chair of the Board of Governors a remuneration per one BoG meeting amounting to **15 percent of the average monthly nominal wage in the Slovak Republic** as reported by the Statistical Office of the Slovak Republic for the previous calendar year. The remuneration amount shall be rounded up to whole euros. One BoG meeting shall be deemed to mean one day of preparations for the BoG meeting and one day of attendance at the BoG meeting, either in person or online.
- (2) The UEBA undertakes to pay the **Member of the Board of Governors** a remuneration for the time spent performing his/her duties at a BoG meeting. The UEBA undertakes to pay the Member of the Board of Governors a remuneration per one BoG meeting amounting to **10 percent of the average monthly nominal wage in the Slovak Republic** as reported by the Statistical Office of the Slovak Republic for the previous calendar year. The remuneration amount shall be rounded

up to whole euros. One BoG meeting shall be deemed to mean one day of preparations for the BoG meeting and one day of attendance at the BoG meeting, either in person or online.

- (3) The UEBA shall pay UEBA BoG Members remuneration based on the UEBA BoG Members' attendance at the UEBA BoG meetings as documented by the minutes and records of attendance from UEBA BoG meetings.
- (4) The remuneration shall fall due on the 11th day of the month following the month when the BoG meeting took place and shall be paid by cashless transfer to the UEBA BoG Member's bank account stated in Agreement.
- (5) Should a Member of the UEBA BoG fail to attend a UEBA BoG meeting, the entitlement to remuneration payment shall not arise.

Article 3

Reimbursement of Expenses Associated with Performance of UEBA BoG Member's Duties

- (1) Reimbursement of expenses associated with the performance of the UEBA BoG Member's duties (hereinafter the "Reimbursement") is based on the UEBA internal regulation issued to implement the Travel Allowances Act in the settings of the UEBA: Regulation on Providing Travel Reimbursements for Domestic Business Trips in the Settings of UEBA.
- (2) The UEBA provides reimbursement to a UEBA BoG member in the amount of sensibly, actually and conclusively imposed cost.
- (3) A UEBA BoG member who appeared at the UEBA BoG meeting or made a business trip in order to perform a task delegated by the UEBA BoG shall receive reimbursement of demonstrable expenses based on the travel order and the documents submitted (e.g. tickets, bills for accommodation etc.).
- (4) The application for making out a travel order for a UEBA BoG Member shall be submitted to the Rector's Secretariat by the Chair of the UEBA BoG, or by the Vice-Chair of the UEBA BoG acting on behalf of the Chair.
- (5) The UEBA BoG Member shall be obliged to deliver the originals of business trip-related documents (e.g. tickets, bill for accommodation etc.) along with a short business trip report (except for cases where the business trip was made for the purpose of attending a UEBA BoG meeting) to the Rector's Secretariat no later than 10 days from the business trip completion.
- (6) The reimbursement of expenses is payable on the day set as the nearest wage payment date for UEBA employees following the delivery of the originals of business trip-related documents as defined in paragraph 5 of this Article hereof, and shall be paid by cashless transfer to the UEBA BoG Member's bank account stated in Agreement.

Article 4

Final Provisions

- (1) The Rules were approved on a proposal of the UEBA Rector by the UEBA AS at its meeting on 23 September 2022.
- (2) The Rules shall become valid on the date of approval thereof by the UEBA AS and effective on 1 October 2022.

prof. Ing. Helena Majdúchová, CSc.
Academic Senate Chair

prof. Ing. Ferdinand Daňo, PhD.
Rector