



**I. Purpose:**

To define the section's policy relevant to providing members or nonmembers with financial remuneration for services rendered.

**II. Scope:**

All members and nonmembers, individuals or organizations, that provides service to the Milwaukee section of ASQ.

**III. Policy:**

The section may contract and/or pay individuals or organizations for services rendered. However, it may not employ individuals for a salary or wage.

All persons paid for services rendered shall be informed that they are independently contracting to provide the service and the remuneration shall be in the form of a consulting fee or honorarium.

Fees paid for services rendered must be estimated and proposed to the section Leadership Committee before any such services are contracted or arranged. The Leadership Committee shall indicate their approval in the form of a specific budget approval or in the form of a motion. The approval shall appear in the minutes of the Leadership Committee meeting minutes.

In the event that a member of the Leadership Committee, or a member of the immediate family of a Leadership Committee member is selected to provide services to the Section for a fee, the arrangement and fee must be proposed in writing to the Leadership Committee and approved by 50% of the Leadership Committee prior to confirming the arrangement. The above statement of policy shall not apply to instructors and lecturers for courses and seminars who are acquired at the usual and customary, or budgeted honorariums or fees.

All such fees must be in conformance with the regulations and laws of the Internal Revenue Department.

Under no circumstances will the officers and members of the Society be reimbursed for their time relevant to normal, usual, and customary activities of such offices, committee memberships, or general membership activities.

**IV. Responsibility Assigned**

The section Leadership Committee shall enforce this policy. Members of nonmembers, individuals or organization expecting reimbursement for services are required to comply with this policy.



**V. Authority**

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Bill Anderson  
Chair

\_\_\_\_\_  
April 4, 2005  
Date

\_\_\_\_\_  
Rick Aubuchon  
Secretary

\_\_\_\_\_  
April 4, 2005  
Date

This is a recreation of the original, signed, statement on file with the section Secretary