



HEALTH QUALITY & SAFETY  
COMMISSION NEW ZEALAND  
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## **Policy for paying consumers who are involved in Health Quality & Safety Commission work**

### **Attendance fees**

Members who are staff of a New Zealand public sector organisation including public service departments, state-owned enterprises or Crown entities are not permitted to claim fees to attend Consumer Network meetings. However, reasonable expenses for all members will be met by the Commission (for example, travel, parking and accommodation).

Group members who are not from the public sector have fees and costs covered as follows. A standard payment of \$320.00 (GST excl) per meeting. Members are also entitled to preparation and travelling time where appropriate. Preparation time will generally be half a day for every full meeting day. In some cases more or less may be appropriate depending upon the nature of the work to be undertaken, which covers half a day of pre-reading agenda documents, preparation and one full day meeting attendance.

Administration staff can help you with the documentation needed to set up meeting fees, tax obligations and fill in the conflict of interest register.