

#### STANDING RULES OF SOUTHERN REGION

Transportation subsidy, as referenced in the By Laws, shall be the lowest coach fare available for those traveling for any official Region business. There shall be a cap of \$300 reimbursement for airfare. All mileage shall be reimbursed at the current National Hadassah rate. If a private vehicle is used, the reimbursement options are the reimbursement of actual cost or the reimbursement at the standard rate set by National Hadassah. If a rental vehicle is used, reimbursement of actual cost will be made up to a maximum of \$300 per vehicle. There shall be no reimbursement for additional expenses, i.e. parking, taxi, or tolls. The Region President must approve all expenses over \$300 before the expense is made. Reimbursement will only be made for the most cost efficient mode of transportation. The President shall have the option of waiving the maximum costs under extenuating circumstances.

#### NOTES:

The current reimbursement rate set by National Hadassah is \$.14 per mile.

Carpooling from the same city is essential to an efficient use of Hadassah's funds.

Any additional airline fees for checked bags, seating preference, wi/fi, etc. are not covered by the Region.