



NU&UEL Officials Expenses Policy

NU&UEL recognises and deeply appreciates the dedication, time, and commitment given by our volunteer officials. Our events cannot run without your support, and this policy aims to provide a fair and transparent approach to reimbursing eligible expenses.

1. Eligibility

This policy applies to officials who officiate all sessions in a single day and do not have a swimmer competing at the event.

2. Travel Reimbursement

Officials travelling from home may claim mileage at a rate of 45p per mile for a return journey.

Mileage will be calculated using the shortest available route on Google Maps.

A cap of £20 per trip will apply.

3. Additional Charges

Reasonable additional expenses - such as car parking, ULEZ charges, and tolls - may be claimed with valid receipts.

These additional expenses apply only to officials without a swimmer competing at the event.

4. Training & Mentoring

Officials who attend an event solely for training or mentoring purposes, and not to officiate, may *not* count these sessions toward a travel claim, as this is not considered officiating under this policy.

5. Shared Travel

When multiple officials travel together in one vehicle, and none have a swimmer competing, only one travel claim should be submitted for the shared journey.

6. Discretionary Exceptions

NU&UEL reserves the right to make exceptions in special or exceptional circumstances, at the discretion of the Gala Promoter.

7. Gratuity

A single gratuity will be offered to officials who officiate in two or more sessions in one day across a gala weekend.

8. Submission of Claims

All expense claim forms must be completed and submitted at the end of the competition.