



## 5.02 EXPENSE REIMBURSEMENT

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### 5.02.1 GENERAL

**Related Policies:**

- 1.01 Task Report
- 2.02 Task Authorization
- 5.01 Task Registration
- 5.06 Volunteer Expense Reimbursement and Allowance Rate

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### 5.02.2 DEFINITIONS

See Terms and Definitions

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### 5.02.3 POLICY STATEMENT

- (1) EMBC will reimburse volunteers, volunteer groups, and local government for defined expenses incurred for eligible emergency response and training tasks. To receive reimbursement an Expense Reimbursement Request will be used to support all such requests.

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### 5.02.4 CONDITIONS/RESPONSIBILITIES

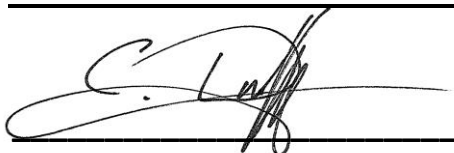
- (1) The Expense Reimbursement Request must be completed and submitted to the EMBC Regional Office for approval by the appropriate spending authority before reimbursement can be made.

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### 5.02.5 AUTHORITIES

[Emergency Program Act](#)

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A/Assistant Deputy Minister  
Emergency Management BC

August 4, 2016

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### **5.02.6 RELATED DOCUMENTS**

- 5.02 Expense Reimbursement Procedures
- 5.02 Expense Reimbursement Request Form
- 5.02 Expense Reimbursement Request Supplement