



## HONORARIUM PAYMENTS POLICY

Policy number	F6 V2 March26	Version	2
Previous Policy number	F6 V1 Feb21	Approved by Board on	23 <sup>rd</sup> March 2026
Responsible person	Governance Committee	Scheduled review date	31 <sup>st</sup> March 2027

### DEFINITION

Honorarium - An honorary payment made quarterly to the President of the National Rural Women's Coalition, who is not an employee of the National Rural Women's Coalition (NRWC) to demonstrate respect and esteem for the President's status and position and to acknowledge the contribution of gratuitous services made to the organisation.

The Honorarium is paid voluntarily and of its own accord in recognition of services rendered. It does not replace, substitute for, or otherwise affect any entitlement to reimbursement of expenses or payment of stipends.

The NRWC President shall remain entitled to full reimbursement of all reasonable and direct expenses properly incurred in the course of carrying out official duties and representing NRWC, in accordance with NRWC's applicable policies and procedures

### PURPOSE

To outline NRWC policy governing honorarium payments.

### POLICY

This policy relates only to the President acting on authorised National Rural Women's Coalition Ltd business.

The Honorarium rate will be set annually at the Annual General Meeting and paid in 4 equal quarterly amounts.

The payment of an Honorarium will not negate the payment of a Stipend.

An Honorarium is paid from funds as approved by the Finance Committee.

### PROCEDURE

- The setting of the rate for payment of an Honorarium will be an Agenda Item at each Annual General Meeting of the organisation or the first meeting of the Board.
- The NRWC complies with Federal and State tax regulations governing any applicable taxability, tax reporting and/or withholding taxes on any Honorarium payments.
- Payment will be made at quarterly intervals.



- The President will indicate if the Honorarium will be taxed as income or as an allowance through the Payroll. Income will attract Superannuation

### **Authorisation**

Signature of Board Secretary:

A handwritten signature in black ink, appearing to read "Deborah", is written over a horizontal line.

Date of approval by the Board: 23<sup>rd</sup> March 2026  
National Rural Women's Coalition Ltd