

# Economic Regulations for the Student Parliament at NMBU

*Approved at Student Parliament 1, 10.02.2020  
Attachment 1: Instructions for the Semester Fee*

Economic regulations for the Student Parliament at NMBU are in accordance with the statutes for the Student Democracy at NMBU, and in conjunction with the instructions for the semester fee given by the SiÅs board on 19.03.98, and are subordinate to these.

The economic regulations are to inform the student democracy at NMBU about the current economic protocol for the Student Parliament at NMBU. Procedures and responsibilities between the Student Democracy at NMBU and SiÅs concerning the pricing and usage of the semester fee in SiÅs' budget are covered in the instructions for the semester fee.

## The Student Democracy at NMBU:

The Student Parliament has the responsibility for handling the budget of the Student Parliament at NMBU. Shall go through and approve of the economic regulations every year. It shall first be presented as a discussion case, and then as a decision case at the following Student Parliament. If changes are to be made that concern SiÅs, then SiÅs is to be given an opportunity to express their opinion before decisions are made.

The Student Board: Has the responsibility of the daily economic dealings of the Student Parliament at NMBU, and is required to operate according to these regulations. Can deliver a statement on behalf of the Student Democracy at NMBU on budgetary matters if the Student Democracy at NMBU is unable to express their opinion for practical reasons.

If a situation arises where the Student Parliament's Student Board has deviated – or sees the need to deviate – from these regulations, they should inform the Student Parliament at the next upcoming meeting.

SiÅs: Is obligated to act in accordance with the instructions for the semester fee concerning decisions between the Student Democracy at NMBU and SiÅs in relation to the pricing and usage of the semester fee in SiÅs' budget.

## **1. Powers**

1. The Student Board has the power to make reallocations between the records of the approved budget of up to 5,000 kr each allocation. Further distribution of income/expenses from the semester fee are to be presented to the Student Parliament to inform them, and to SiÅs for a decision

## **2. Payments**

1. The president of The Student Board or the organizational secretary is to attest that the bill/invoice is in accordance with the agreement and that the purchased goods/services are received.
2. Bills are to be attested and approved of before the payment is made.
3. If the president is absent (holiday, sickness or other long absences), the vice president of the Student Parliament's Student board has the power to attest payments together with the organizational secretary.
4. Nobody can confirm payments being made to themselves. This means that the vice president of the Student Board must confirm payments being made to the president or the organizational secretary.
5. All payments from the Student Democracy at NMBU are to be made by bank account.

## **§3. Travel Expenses**

1. All travel costs that are to be paid for by the Student Parliament NMBU are to be pre-approved of by the president of the Student Parliament's Student Board.
2. The Student Parliament NMBU covers travels for representatives who are traveling to represent the organization at events.
3. The main rule is that travels are handled according to the invoice.
4. Representatives for the Student Parliament NMBU are given a driving mileage allowance according to the state's current rates
5. If using one's own car over long distances where public transport is also possible, the costs will be covered according to the route's cheapest method of travel possible.
6. Events put on by the Norwegian Student Organization (NSO) are covered by NSO and are addressed in the economic regulations of the NSO.

## **§4. Food Expenses**

1. Food expenses during travels related to the Student Democracy NMBUs work are covered for up to 300kr per day.
2. Food costs are not to be covered in meetings/courses/events where the cost is covered by the organizer or included in any participation fees.
3. For events put on by Student Parliament NMBU where there is food available, the Student Parliament NMBU covers costs up to 150kr per person. In situations where this is not included in the economic framework, the Student Board will conduct a separate assessment.

## **Instructions for the Semester Fee**

(Given by the SiÅs Board 19.03.98)

### **1. Legal Basis**

The semester fee is to be used for interests concerning students' welfare needs at NLH, cf. § 4 in the Laws of the Student Welfare Associations.

1. The SiÅs board decides how much the semester fee shall be. All decisions made relating to setting or increasing the semester fee shall be approved of by the department, cf. § 12 in the Laws of the Student Welfare Associations.

### **2. Powers**

The SiÅs Board sets the semester fee price and allocation after first receiving input from the Student Parliament.

The SiÅs Board sets the budget each year for the usage of the semester fee, including economic resources for the allocation of welfare funds for clubs and societies, after first receiving input from the Student Parliament.

The SiÅs Board sets out instructions for the semester fee.

The Student Parliament sets regulations for distributing welfare funds.

The Student Parliament carries out the distribution of welfare funds.

Disputes regarding interpretation of the instructions and rules can be brought forth to the SiÅs Board for a decision.