

200.47 Reimbursement for Expenses Incurred in Performance of Official Responsibilities Policy

PURPOSE OF THE POLICY

It is the purpose of this policy to outline provisions for approved travel and other business expenses incurred by Sussex County Community College (College") employees while on assignments away from the normal work location.

GENERAL STATEMENT OF REIMBURSEMENT FOR EXPENSES INCURRED IN PERFORMANCE OF OFFICIAL RESPONSIBILITIES POLICY

The College provides employees with an accountable expense reimbursement plan in order to reimburse employees for approved travel and other business expenses incurred in the official conduct of College activities.