

Expenses

Policy No. PD411

Policy Statement: Deacons are entitled to be reimbursed for expenses incurred in the provision of their services. They will be compensated for "out of pocket" expenses incurred in their ministry. Such compensation will be determined with the Vicar for Clergy and/or Pastor of his liturgical base. It will remain the responsibility of the deacon incurring the expenses to make suitable written claims accompanied by pertinent receipts.

Procedure: It will remain the responsibility of the deacon incurring the expenses to make suitable written claims, accompanied by pertinent receipts, and the Mileage Expense Report (Appendix 344I)