

10.2 HONORARIUM PAYMENTS

An honorarium payment will be paid to those White Book Heads of Department who are required to undertake duties outside the scope of their normal duties over an extended period. Any payment will be made in accordance with paragraph 12.1

10.3 EXPENSES

CFRS shall pay reasonable out of pocket expenses actually incurred.

10.4 RELOCATION EXPENSES

In the case of a White Book Head of Department being relocated, the Fire Authority will contribute towards the approved costs of removal expenses and to other incidental expenses reasonably attributable to the removal (see paragraph 9.16).

10.5 SALARY APPORTIONMENT

The formula used to calculate salaries provides that where a salary is paid monthly, the initial apportionment is one-twelfth for each calendar month e.g.

Annual Salary ÷ 12 months = Monthly Salary

10.5.1 Apportionment for “odd days” is to divide the monthly sum by the number of days in the particular month. For example, to pay part month the following calculation is used:

Monthly Salary ÷ No. of Days in that Month = Part Month Salary