

**NEW YORK STATE BAR ASSOCIATION
RULES OF THE EXECUTIVE COMMITTEE OF THE
DISPUTE RESOLUTION SECTION
REGARDING REIMBURSEMENT OF CERTAIN EXPENSES AND
WAIVER OF SECTION CLE PROGRAM REGISTRATION FEES AND OTHER
RELATED CHARGES**

These Rules are subject to the limitations set forth below in III. Limitations on Reimbursements or Waiver of Fees and Related Charges

I. Reimbursement of Expenses to Delegates to the NYSBA House of Delegates

Delegates of the Section to the House of Delegates shall be entitled to receive reimbursement for travel and room and board expenses, including meals and receptions, when required to travel to a place 100 miles or more each way from their home or business office to attend the meetings of the House of Delegates, other than the House of Delegates meeting held in conjunction with the New York State Bar Association (“NYSBA”) annual meeting for which the Delegates will be reimbursed only for the cost of or surcharge to the Delegates for the House of Delegates dinner. Reimbursement for room expense authorized herein shall be the lesser of the actual expense incurred by the Delegates at the NYSBA negotiated room rate or the cost of a standard room accommodation. Reimbursement for meal expenses authorized herein shall be only for the actual cost of or surcharge to the Delegates for meals provided to or arranged for the Delegates by the NYSBA at the meeting; or, in the event that the NYSBA does not provide or arrange for such a meal, the cost of reasonably priced meals incurred by the Delegates at the meeting. The maximum meal allowance for those meals not provided or arranged by the NYSBA may be established by the Section’s Executive Committee from time to time. Air, rail and bus travel shall be reimbursed only to the extent of the lowest available economy fare. Travel by private car shall be reimbursed at the maximum allowable IRS Mileage Rate plus tolls and parking.

II. Waiver of Section CLE Program Registration Fees and Other Charges

It is the goal of the Section to have at least three educational Programs each year for CLE credit in addition to the Section’s CLE Program at the NYSBA Annual Meeting (“Annual Meeting”).

The Section Rules with respect to registration fees and related charges for the Section's CLE Programs are as follows:

A. Section CLE Programs Other than the Section CLE Program at the Annual Meeting

1. Registration fees for a Section CLE Program other than the Section CLE Program at the Annual Meeting will be waived for the Section chair, the chair or co-chairs of the CLE Committee and the chair or co-chairs of the CLE Program; provided, however, that if there are ticketed meals and/or receptions ("ticketed functions"), payment of the price for such ticketed functions is not waived, except for the Section chair, and must be paid by such individuals in order to attend the ticketed functions.
2. Registration fees and payment for ticketed functions for a Section CLE Program other than the Section CLE Program at the Annual Meeting will not be waived for panel chairs/panelists/speakers/moderators/facilitators ("panelists") who seek CLE credit for any segment of the Section's CLE Program other than the segment on which they are panelists. No registration fee is required for panelists who seek CLE credit only for the segment of the CLE Program on which they are panelists. Such panelists may remain for other segments of the CLE Program without obtaining CLE credit for any other segment of the Program; provided, however, that if there are ticketed functions, payment of the price for such ticketed functions is not waived and must be paid by such panelists in order to attend the ticketed functions.
3. Registration fees for a Section CLE Program other than the Section CLE Program at the Annual Meeting may be waived, space permitting, by the Section chair with the approval of the chair-elect and the treasurer, for up to four scholarship recipients and up to two guests who seek CLE credit for such Program. The waiver may include a waiver of payment of the price for ticketed functions.
4. Registration fees for a Section CLE Program may be lowered or waived, space permitting, by the Section chair with the approval of the chair-elect and the treasurer, for the law school faculty and law school students of a school or other institution that has provided free space for the CLE Program; provided, however, that if there are ticketed functions, payment of the price for such ticketed

functions is not waived and must be paid by such attendees in order to attend the ticketed functions.

B. Section CLE Program at the Annual Meeting

1. Registration fees, the cost of ticketed or other functions and any other amount charged by the NYSBA to attend the Annual Meeting will not be waived by the Section for any attendees, regardless of whether such attendee is the Section chair, a chair or co-chair of the CLE Committee or the CLE Program, a panelist, scholarship recipient, guest or other attendee; provided further, however, that the Section chair may be reimbursed by the Section for the cost of the registration fees, ticketed or other functions and any other amount charged the Section chair by the NYSBA to attend the Annual Meeting.
2. In the event that the NYSBA does not waive the registration fees for the Section CLE Program at the Annual Meeting for the Section chair, chair or co-chairs of the CLE Committee and/or the chair or co-chairs of the CLE program, the Section Rules set forth in II. A. 1 with respect to the waiver of the Section's registration fees shall apply; provided further, that if there are ticketed functions, payment of the price for such ticketed functions is not waived, except for the Section chair, and must be paid by such individuals in order to attend the ticketed functions.
3. In the event that the NYSBA does not waive the registration fees for panelists for the Section CLE Program at the Annual Meeting, the Section Rules set forth in II. A. 2 with respect to the waiver of the Section's registration fees shall apply; provided further that, if there are ticketed functions, payment of the price for such ticketed functions is not waived and must be paid by such panelists in order to attend the ticketed functions.
4. Registration fees charged by the NYSBA to attend its Annual Meeting and/or the Section CLE Program at the Annual Meeting may not be waived by the Section for any individuals seeking a scholarship to attend. Any individuals seeking such a waiver as a scholarship recipient must apply to the NYSBA for such a waiver; provided, however, that the Section chair with the approval of the chair-elect and the treasurer, may waive the payment of the price for any Section ticketed functions for up to four such scholarship recipients.

5. Registration fees charged by the NYSBA for guests to attend its Annual Meeting may not be waived by the Section. In the event that the NYSBA waives the registration fees for any guest who seeks to attend the Section CLE Program at the Annual Meeting, the Section Rules in II. A. 3. with respect to the waiver of the registration fees shall apply, including the limitation as to the number of guests and space availability of Rule II.A. 3.

C. Joint CLE Programs of the Section and Another NYSBA Section or Other Organization

The waiver of registration fees and payment of the price of ticketed functions for joint CLE Programs shall be determined on a Program by Program basis by the Section chair with the approval of the chair-elect and the treasurer after consideration of such factors as the allocation of revenues and expenses between the joint program sponsors and, provided, further, however, that the Section's Rules regarding registration fees and payment of the price for ticketed functions as set forth in Section II. A. will be followed in determining the maximum number of attendees for whom the Section will waive the registration fees and payment of the price of such ticketed functions at the joint Program.

III. LIMITATIONS ON REIMBURSEMENTS OR WAIVER OF FEES AND RELATED CHARGES

A. Reimbursement or Waiver

These Rules shall be subject to such limitations as may be specified by guidelines or rules established from time to time by the NYSBA, its Finance or other Committee, and the amount reimbursed or waived shall not exceed the lesser of the amount provided for in these Rules or the dollar amount determined by the NYSBA, its Finance or other Committee.

B. Laws, Rules or Regulations

Nothing in these Rules is intended to change, or does change, any laws, rules, or regulations relating to reimbursement of, or waiver of any fees or charges, which any federal, state or local government employee, member of the judiciary, public official

or any other person is required to refrain from accepting or for which that person is required to pay.

IV. Miscellaneous

A. Reimbursement of Extraordinary Expenses

To the extent not covered in the above Rules, reimbursement of extraordinary expenses incurred on Section business requested by the Section Chair or members of the Executive Committee shall be considered on an ad hoc basis by a Reimbursement Committee comprised of the Section's Officers; provided that all such requests shall be submitted in writing to the Reimbursement Committee, with a copy to all other members of the Executive Committee, at least three weeks before the event for which reimbursement is requested, and further provided that no consideration shall be given to reimbursement of expenses for travel and room and board expenses unless the requestor is required to travel on Section business to a place more than one hundred miles or more each way from the requestor's home or business office.

B. Effective Date of the Rules

These Rules shall become effective upon adoption at a meeting of the Section's Executive Committee by a majority vote of the members of the Executive Committee present in person or by telephone.

C. Amendment

These Rules may be amended at a meeting of the Section's Executive Committee by a majority vote of the members of the Executive Committee present in person or by telephone.