

## **Regulations on the compensation of the Foundation Council, Executive Committee of the Foundation Council, National Research Council and Research Commissions of the Swiss National Science Foundation (Compensation Regulations) of 25 September 2015**

Based on Article 12 paragraph 2 letter h of the Statutes,  
the Foundation Council  
issues the following Regulations:

### **Section One: General provisions**

#### **Article 1            Scope of application**

<sup>1</sup> These Regulations apply to the members and Presiding Boards of the Foundation Council, the Executive Committee of the Foundation Council, the National Research Council, the specialised bodies appointed by the National Research Council, and the Research Commissions.

<sup>2</sup> The compensation of experts and panel members who are not members of the Research Council is determined on the basis of separate provisions issued by the Research Council.

#### **Article 2            Types of compensation**

<sup>1</sup> Under the provisions of these Regulations, the SNSF pays fixed remunerations, daily allowances, relief payments and expense allowances to the entitled parties.

<sup>2</sup> The amount of the compensation is specified in the Annex.

#### **Article 3            Fixed remunerations**

<sup>1</sup> Fixed remunerations are blanket payments tied to a defined function and paid annually.

<sup>2</sup> Fixed remunerations compensate the entitled parties for the basic work commitment associated with their function. Only daily allowances for attending meetings and expense allowances are paid in addition.

#### **Article 4            Daily allowances**

<sup>1</sup> Daily allowances are contributions for attendance at official meetings and events, and for the preparation and follow-up of such meetings, which are paid if the conditions specified in these Regulations are met.

<sup>2</sup> A full daily allowance is paid for a time commitment of 5 or more hours per day, 50% of the daily allowance for a time commitment of 2-5 hours per day.

<sup>3</sup> Double daily allowances can be paid if the entitled party is primarily self-employed (recognised by the AHV) or primarily employed at an institution that does not receive research funding from the Swiss public sector.

<sup>4</sup> Official meetings and events pursuant to paragraph 1 are deemed to be events for which the SNSF issues an invitation or which the participating person is delegated to attend by the SNSF.

#### **Article 5            Relief payments**

<sup>1</sup> Relief payments are associated with defined roles and used to finance relief measures, such as auxiliary staff or expenditure on technical and other equipment.

<sup>2</sup> The amount is paid in yearly instalments, generally to the employer of the entitled person, or directly to the latter if they are self-employed in terms of the AHV and employ the support persons themselves. It is the employers' responsibility to ensure that the support persons are employed in accordance with the relevant rules and provisions.

<sup>3</sup> The recipients shall be responsible for using the contributions in accordance with the rules. While verifying that the contributions are used in accordance with the rules, the SNSF may ask for yearly financial reports. Any positive balance at the end of a calendar year may be transferred to the next year. Any positive closing balances must be refunded to the SNSF.

#### **Article 6            Expense allowances**

<sup>1</sup> Expense allowances are payments for the actual costs of meals, accommodation and transport incurred by the entitled parties in carrying out official functions for the SNSF.

<sup>2</sup> For travel in Switzerland and to neighbouring countries, the SNSF normally pays the costs of travel by public transport (first class, with a Half-Fare travelcard). The SNSF may also cover the costs of the SBB Half-Fare travelcard.

<sup>3</sup> Journeys that have to be made by private car are reimbursed at the rates set out in the Annex, subject to supporting evidence of the distance travelled.

<sup>4</sup> In the case of meals away from home and overnight accommodation, the SNSF covers the actual costs within reasonable limits, subject to supporting evidence.

<sup>5</sup> Claims for expenses are to be submitted to the SNSF within three months of the expense being incurred.

#### **Article 7            Compensation ceilings**

<sup>1</sup> The compensations pursuant to Article 2 may be claimed cumulatively within the limits set out below.

<sup>2</sup> Daily allowances may only be claimed for meeting preparation and follow-up, incl. writing reports or expert opinions, provided these activities are not performed in a role that is in principle compensated by a fixed remuneration pursuant to Article 3. The time spent must be documented in writing.

<sup>3</sup> Only one fixed remuneration and one relief payment is granted per entitled person regardless of the number of functions performed.

<sup>4</sup> Expenses are paid in addition to the other types of compensation in accordance with Article 2.

#### **Article 7a Compensation payments**

<sup>1</sup> Fixed remunerations and daily allowances are paid to the members of the Research Council and to the Presiding Board of the Foundation Council on a six-monthly basis.

<sup>2</sup> The fixed remunerations for the presiding boards of the specialised bodies appointed by the Research Council are paid at year-end.

<sup>3</sup> If the employer institution is to be compensated pursuant to Article 1 paragraph 2, the SNSF needs to be informed accordingly prior to the first payment.

<sup>4</sup> The recipients of compensation payments are responsible for complying with the relevant provisions issued by their employers concerning a second occupation and the earning and use of additional income.

#### **Article 8 Adjustment of compensation**

The Foundation Council periodically reviews the compensation rates set out in the Annex to these Regulations and adjusts them as required.

### **Section Two: Entitlements**

#### **Article 9 Foundation Council and Executive Committee of the Foundation Council**

<sup>1</sup> The President of the Foundation Council and the Vice-President of the Foundation Council receive a fixed remuneration.

<sup>2</sup> The President, Vice-President and members of the Foundation Council and its Executive Committee are entitled to daily allowances for attending meetings of these bodies. These arrangements also apply to the specialised bodies appointed by the Foundation Council or its Executive Committee.

#### **Article 10 President of the National Research Council**

<sup>1</sup> The President of the National Research Council is entitled to fixed remuneration, which is agreed in accordance with the following principles and paid in monthly tranches. The Executive Committee of the Foundation Council is responsible for approving the corresponding agreement.

<sup>2</sup> The fixed remuneration is determined by the agreed work-time percentage that he or she commits to the office, and based on the maximum amount in the second-highest category of the Confederation's salary scale, including location allowance. The fixed remuneration may be increased appropriately to offset any loss compared with salary and Research Council earnings prior to taking up office. The fixed remuneration covers all activities associated with the function; the entitlements pursuant to paragraphs 3 and 4 may nevertheless apply.

<sup>3</sup> In addition to the agreed fixed remuneration in accordance with paragraph 1, the President receives an annual blanket amount so that he/she can continue to do research work. This blanket amount covers research costs and the cost of support in terms of personnel. The blanket amount is determined by the requirements of the planned research and by the support required. Research grants received by the President from the SNSF for his/her research activities in the six years prior to taking office may be considered. The Executive Committee of the Foundation Council is responsible for approving the corresponding agreement with the President. The Administrative Offices handle the processing, settlement and controlling of the blanket amount for research.

<sup>4</sup> Expenses are paid in addition to the fixed remuneration in accordance with paragraph 1.

#### **Article 11            Members of the Presiding Board of the National Research Council and other members of the National Research Council**

<sup>1</sup> The members of the Presiding Board of the Research Council and the other members of the Research Council will receive fixed remunerations and relief payments. The fixed remunerations and relief payments are dependent on the role.

<sup>2</sup> The following persons are compensated in the same way as members of the Research Council: ad-hoc-members of the Research Council and external members of Specialised Committees.

#### **Article 12            Presiding boards and members of the specialised bodies appointed by the Research Council**

<sup>1</sup> The presidents of the NRP Steering Committees will receive a fixed remuneration and a relief payment.

<sup>2</sup> Presidents of further specialised bodies appointed by the Research Council may also be compensated in the form of a blanket amount in accordance with Article 3, provided the Research Council so decides when establishing the body. The Administrative Offices itemise the entitlements in the Annex to these Regulations. Presiding boards of bodies not subject to these arrangements are compensated pursuant to paragraph 3.

<sup>3</sup> The members of the NRP Steering Committees, Specialised Commissions and other specialised bodies appointed by the Research Council are entitled to daily allowances.

<sup>4</sup> Article 1 paragraph 2 applies to the compensation of experts and panel members.

#### **Article 13            Representatives of the Confederation**

The representatives of the Confederation appointed pursuant to Article 22 paragraph 3 of the Statutes are entitled to the reimbursement of expenses only.

#### **Article 14            Research Commissions**

<sup>1</sup> The SNSF pays annual compensation to the Swiss higher education institutions within the range set out in the Annex for the work performed by the Research Commissions in the interests of the SNSF.

<sup>2</sup> The amount of funding per Research Commission is determined in accordance with the number of first degrees awarded at its institution.

<sup>3</sup> The higher education institutions use the compensation to cover the expenses accruing to the Research Commissions, their members and Presiding Board within the scope of their activities for

the SNSF. The governing bodies of the higher education institutions decide on the use of such funding in agreement with the Presidents of the Research Commissions.

### **Section Three: Final provisions**

#### **Article 15            Entry into force and repeal of existing regulations**

<sup>1</sup> These Regulations enter into force on 1 January 2016.

<sup>2</sup> They replace the Compensation Regulations issued by the Foundation Council on 25 January 2008.

#### **Article 16            Transitional provisions**

Any increased compensations that are ongoing when these Regulations enter into force will remain in place for the duration of the personal term of office and/or at the latest until 31 December 2019.

## Annex to the Compensation Regulations of 25 September 2015

### Amount of compensation (rates applicable as of 1 January 2016)

Provision of Regulations	Entitlement or arrangement	Type of compensation	Amount in CHF*)
Art. 4	President, Vice-President, members Foundation Council and Executive Committee of the Foundation Council	Daily allowance, single rate	500
		Daily allowance, double rate	1,000
	Members Foundation Council specialised bodies	50% of daily allowance	250
		50% of daily allowance, double rate	500
	Members of the Specialised Commissions, NRP Steering Committees, specialised bodies appointed by the RC		
Presiding boards of the specialised commissions, specialised bodies responsible for evaluation and budgetary matters, members of the specialised bodies of the Research Council and the Foundation Council			
Art. 5	Members of the Presiding Board RC	Relief payment incl. VAT	60'000
	Members of the Research Council, presiding boards of specialised commissions and steering committees of NRPs, Presiding boards of specialised bodies with evaluation and budget responsibilities as per NRC decision	Relief payment incl. VAT	25'000
Art. 6 para. 3	Travel by private car	Kilometre allowance	0.60
Art. 9	President Foundation Council	Fixed remuneration	20,000
Art. 9	Vice-President Foundation Council	Fixed remuneration	10,000
Art. 10	President RC	Fixed remuneration	By arrangement
		Research allowance	Amount as per requirements
Art. 11	Members of the Presiding Board RC	Fixed remuneration	26,000
Art. 11	Vice-Presidents RC divisions and specialised committees	Fixed remuneration	20,000
Art. 11	Other members of NRC	Fixed remuneration	15,000
Art. 12	President NRP Steering Committees	Fixed remuneration	7000
	Presiding Boards of specialised bodies appointed by RC, as per RC decision **)		
Art. 14	Research Commissions at Swiss universities	Annual compensation incl. VAT	8,000-15,000

\*) per year or per day (daily allowances)

\*\*) Presiding boards of specialised bodies appointed by the RC that receive blanket amounts as per the RC decision (as at: 1.1.2015): none