

BRISTOL BAY NATIVE ASSOCIATION PARTICIPANT TRAVEL UNDERSTANDING

ARRANGEMENTS

Travel arrangements shall be made by BBNA staff for ALL participants. Travel and airline arrangements may not be changed by participants. Requests to staff for changes may be made, but whether changes take place are up to the staff member in charge of travel. If a flight is missed without strong justification, the participant shall be expected to pay for their own travel.

PER DIEM

Per diem is paid by BBNA for accommodations and meals while attending scheduled activities, and may be pro-rated. If any activities are missed, portions of per diem may be deducted. If a significant amount of the activity is missed, the participant will be sent back to their village. "Significant amount" is determined by BBNA.

CONDUCT

Bristol Bay Native Association expects all participants for whom the Association provides travel, to fully participate in the activities for which their travel is being financed. These are basic rules which apply as well to employees or anyone authorized for such travel.

Participants appearing intoxicated at the location of a meeting or activity or at the offices of BBNA, will be asked to leave the premises and may be returned, at their own expense, to their village. BBNA is not responsible for any costs incurred as a result of such behavior. Any assistance during an emergency is given at the discretion of the individual staff members contacted.

Participants whose behavior becomes an embarrassment to BBNA may be asked to leave. Per diem and travel authorization (airline ticket) may be revoked. Such dismissal from participation may be grounds for refusal of employment and/ or further training services.

I understand the above information:

Signature of Participant

Date

BBNA Signature

Date