

**SCHEDULE TO THE GUIDELINES
(3:01)**

**FORM OF APPLICATION FOR BUDGET
AUTHORIZATION FOR THE COMMITTEE
ON.....SET OUT BY FISCAL YEAR**

Authority - Notice of Motion:

Professional and Other Services (including salaries)

1. Counsel, Technical, Clerical and Other Personnel - Details including name, classification, remuneration, (rate and total) and terms of employment proposed for each category must be declared.
2. Expenses of Witnesses (Applicable to special studies by Standing or Special Committees.)
3. Honorariums - (A Minute of the Steering Committee is required showing honorarium to be paid.)
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Transport and Communications

1. Travel Expenses - (Details to be submitted)
 - a) Estimated costs with details of proposed travel shall include the place of visits, number of Senators and support staff.
 - b) Anticipated expenses of Senators responding to invitations to speak on the work of the Committee.