

International Development Research Centre

Governor Honoraria Policy

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1. Context

The International Development Research Centre (IDRC) is a Canadian Crown corporation with a Board of Governors appointed by the Governor in Council (GiC) and composed of up to 14 Governors, including the Chairperson and the President of IDRC. In accordance with the remuneration guidelines for part-time GiC appointees in Crown corporations, IDRC Governors, excluding the President, can receive honoraria in the form of per-diems, and annual retainers for the part-time services they provide.

2. Objective

This Policy recognizes the need to attract and retain well-qualified GiC appointees. The remuneration is influenced by the public nature of the contributions made by appointees and the fact that the remuneration is for part-time services that are incidental and additional to the appointees' regular vocation. This policy demonstrates IDRC's commitment to the prudent use of public funds in a manner that promotes the highest standards of transparency and accountability.

3. Application

This Policy applies to Governors, including the IDRC Chairperson, who are GiC part-time appointees. This policy does not apply to full-time GiC appointees, such as the IDRC President. The remuneration of the IDRC President is made pursuant to the terms and conditions established by the Privy Council Office directives and the Order in Council process applying uniquely to him or her, as the case may be.

4. Roles and Responsibilities

4.1 All Individuals Involved in the Governor Honoraria Payment Process

All individuals, including Governors, involved in the processing, payment or receipt of Governor honoraria are responsible for demonstrating the highest standards of ethical conduct in carrying out these activities, such that public confidence and trust in the integrity of IDRC are maintained and enhanced. All such individuals shall comply with the provisions of this Policy and become familiar with any related procedures.

4.2 Corporate Secretary

With respect to Governor honoraria, the Corporate Secretary, a Board-appointed officer of IDRC, shall verify, approve, and direct IDRC's payment of honoraria to Governors.

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The Office of the Corporate Secretary is also responsible for recording the period of time during which Governors provide services to IDRC so as to accurately calculate the honoraria amount payable to Governors in accordance with this Policy.

5. Payment of Honoraria to Governors

Honoraria are paid to Governors for:

- participation in IDRC Board of Governors meetings;
- participation in meetings of recognized committees of the Board;
- special executive or representational responsibilities designated by the Chairperson; and
- travelling time if the time required to travel exceeds 3 hours.

Subject to the above, remuneration of Governors in the form of honoraria (in the form of per diems) and annual retainers shall be paid in accordance with the rate schedule stipulated in the [Remuneration Guidelines for Part-time Governor in Council Appointees for Crown Corporations](#).

In relation to participation in Board meetings, Governor honoraria shall be paid at the applicable rates.

In relation to participation in Board committee meetings, Governor honoraria shall be paid at half (0.5) the applicable rates.

In relation to performing special executive or representational responsibilities, Governor honoraria shall be paid at half (0.5) the applicable rates.

In relation to time spent on preparation for attendance and participation in Board and Board committee meetings, Governors will be paid honoraria on a one-to-one basis. For greater clarity,

- for each day of Board meetings, Governors participating in the meetings will be paid a corresponding day of preparation time,
- for each Board committee meeting, Governors participating in the meeting will be paid a corresponding half (0.5) day of preparation time.