

Swiss Personalized Health Network: Compensation Regulations 2025-2028

(08.05.2025)

Based on Article 2 of the SPHN Rules of Procedure (RoP), the SPHN Steering Board issues the following Regulations:

Article 1 Scope of application

¹ These Regulations apply to the members and chairs of the SPHN governing bodies described in RoP Article 2, as well as to any specialised bodies and external experts appointed by the SB according to RoP Article 19.

Article 2 Principle

¹ In accordance with RoP Article 2, members of the SPHN governing bodies provide their services in an honorary capacity. However, they are entitled to the reimbursement of expenses according to the following regulations.

Article 3 Travel expenses

¹ For transport incurred by the entitled persons in carrying out official functions for SPHN, a 1st class half-fare ticket of public transport is reimbursed.

² Journeys that have to be made by private car are reimbursed at the price for an equivalent train ticket (first class with a half-fare travelcard).

Article 4 Meals and accommodation expenses

¹ In the case of meals away from home and overnight accommodation, SPHN covers the actual costs within reasonable limits, subject to supporting evidence.

² In case of overnight stay by friends etc., SPHN covers the actual costs, but a maximum of CHF 50.-, for a present.

Article 5 Expenses for congresses

¹ Travel expenses, meals, accommodation and registration fees for the attendance to congresses on behalf of SPHN are entirely covered, upon presentation of the according receipts.

Article 6 Daily allowances

¹ Members of the SPHN governing bodies who are self-employed (recognized by AHV) are entitled to half-daily (CHF 400.-) and daily (CHF 700.-) allowances.

² Daily allowances may only be claimed for meetings, preparation and follow-up, incl. writing reports and expert opinions. The time spent must be documented in writing.

³ 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.

Article 7 Lump sums for special functions

¹ The chairperson of the SPHN Steering Board receives an annual compensation of CHF 15'000 for the expenses associated with the office, as well as the equivalent of an SBB GA travelcard for 1st class rail

travel, which includes a lump sum for costs in connection with telephone, computer, magazines, parking fees, etc. Hotel and international travel costs on behalf of SPHN, however, are reimbursed separately.

Article 8 Claims and payment of expenses and compensations

¹ Claims for expenses and compensations are to be submitted to SPHN within three months of the expense being incurred. Original receipts must be provided.

Article 9 Final provisions

¹ The SPHN Steering Board periodically reviews these compensation regulations and adjusts them as required.

² These Regulations were approved by the SPHN Steering Board on 08.05.2025.