

# TRIP Bee-hour instruction

These rules are approved by the TRIP board in Helsinki on 16.1.2018 and replace any document approved before.

## 1 Introduction

Member of TRIP can gather bee-hours for the work done for the club. This does not mean lending materials or tools. Every member keeps their personal record of the hours done. Hours must be marked with half an hour resolution. One hour of work equal one hour marked, unless otherwise stated in this document. Within the bee-hours for reserving the boats is specified in the boat reservation rules.

Hours are marked in the excel-sheet available in the TRIP web page. The list must be submitted before the time specified by the board. (TN: Typically just before or after the 1st of May). The hours will be reviewed and modification may be made if something is suspicious.

## 2 Bee-hours with multiplier 1

Bee hours with the multiplier 1 are:

- Maintenance for the keel boats
- Maintenance for the dinghies
- Cleaning the storage
- Navigation teaching
- Assistant teaching for navigation
- Teaching for the sailing courses
- Assistant teaching for sailing courses, practical courses
- Teaching the skippers school
- Hosting and preparing for common event for the club
- Preparing and hosting for the training events
- Treasurers work including the financial statements and paying bills etc.
- Other work approved by the board
- Work done as a member of the board, maximum of 3h per meeting
- Other members work done as official for the club

## 3 Bee-hours with multiplier 0,5

- Other work approved by the board

## **4 Bee-hours with multiplier 2**

Bee hours with the multiplier 1 are:

- Work designed as "Tempaus" in TRIP
- Other work approved by the board

## **5 Not counted as bee-hours**

Following work is not counted as bee-hours unless stated otherwise:

- Planning for a project
- Speculating about projects or events in sauna, over email or in social media
- Attending a general meeting of the association
- Attending an event
- Filling a billing form
- Sailing with the yachts or dinghies during Introductory sailing and common sailing