



Caring is our passion... Compassion is our belief...

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Business Travel.

Policy Number 30

Introduction

NOA Healthcare acknowledges travel is a component of its business activity.

Policy

NOA Healthcare does not operate a Company Car scheme.

Staff and Members are advised to carry a business option with their vehicle insurance.

NOA staff have the facility to claim travel expenses when engaged on company business.

NOA Members are individually responsible for travel arrangements.

Staff and Members are individually responsible to follow the Highway Code and Road Traffic Law.

Breaches of Road Traffic Law may compromise individual's ability to fulfil their company assignments or obligations resulting in potential termination of employment or Membership.

Policy Origin

In House Policy.

References

Highway Code 2015 and future revisions: Road Traffic Act 1988 and amendments:

Date Policy Active.

To be determined once verified by the management group.

Review Date.

12 months after verification.

Quality Assurance Reference *POL/30/15*