

		Situations not covered by the following, must be agreed with the Head of Department.	
		Who is paying:	
		BMB	Research unit
		Comment	
<b>Censors &amp; assessors</b>			E.g. Master assessors
Dining at SDU	Yes		Possibly lunch in SDU canteen
Dining at SDU		Possibly dinner afterwards	At events in restaurants (lunch and dinner) The cost per participant may not exceed 800 kr. incl. VAT.
Travel	Yes		
Hotel	Yes		If the exam lasts 2 days - Look at this link for booking a hotel: <a href="https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_censor_bedoemmere_gaesteforelaesererejser/hotelophold_censor_bedoemmere_gaesteforelaesere">https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_censor_bedoemmere_gaesteforelaesererejser/hotelophold_censor_bedoemmere_gaesteforelaesere</a>
<b>Ph.d.-assessors</b>			
Dining	Yes		For events at restaurants (lunch and dinner) the cost per participant must not exceed 800 kr. incl. VAT.
Hotel (max. 1 night)	Yes		Only if needed and only assessors with residence abroad - Look at this link for booking a hotel: <a href="https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse">https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse</a>
Travel	Yes		
Hourly and daily allowances	Yes		
Fee	Yes		
<b>BMB seminars</b>			
Dining	Yes		For events at restaurants (lunch and dinner) the cost per participant must not exceed 800 kr. incl. VAT.
Hotel	Yes		Only if needed and only assessors with residence abroad - Look at this link for booking a hotel: <a href="https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse">https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse</a>
Travel	Yes		
<b>Guest lectures</b>			
Dining		Yes	For events at restaurants (lunch and dinner) the cost per participant must not exceed 800 kr. incl. VAT.
Hotel		Yes	Look at this link for booking a hotel: <a href="https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse">https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse</a>
Travel		Yes	
Hourly and daily allowances		No	
Fee		Yes	
<b>Supervisor (own students with address elsewhere than Campusvej)</b>			
Travel	Yes		BMB pays travel expenses for Master defence

<b>Recruitment interviews for permanent VIP staff incl. tenure-track assistant professor.</b>			
Dining	Yes		For events at restaurants (lunch and dinner) the cost per participant must not exceed 800 kr. incl. VAT.
Hotel (max. 1 night)	Yes		If necessary and only applicants with residence abroad- Look at this link for booking a hotel: <a href="https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse">https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse</a>
Travel	Yes		
<b>Recruitment interviews for temporary VIP staff incl. Ph.D. Students</b>			As a matter of principle, we prefer that interviews for PhD and fixed-term appointments take place online.
Dining		Yes	For events at restaurants (lunch and dinner) the cost per participant must not exceed 800 kr. incl. VAT.
Hotel		Yes	Look at this link for booking a hotel: <a href="https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse">https://sdunet.dk/en/enheder/institutter/bmb/praktisk-info-og-faciliteter/oekonomi-rejser/hotelophold_phd,-d-,bedoemmere_iforb_vip_ansaettelse</a>
Travel		Yes	
<b>Recruitment interviews for permanent TAP and A-TAP</b>			
Dining	Yes		Possible lunch in SDU canteen.
Travel	Yes		
<b>Recruitment interviews concerning time-limited TAP og A-TAP</b>			
Dining		Yes	For events at restaurants (lunch and dinner) the cost per participant must not exceed 800 kr. incl. VAT.
Hotel		Yes	
Travel		Yes	

17.11.2022

MRA

En- LS 25.11.2022