

Reference No: Circular 14/2008; **Date:** 26/06/2008

Circular 14/2008:- Subsistence Allowance

E105/3/2008

26 June 2008

Circular 14/2008: Subsistence Allowances

A Dhuine Uasail

1. I am directed by the Minister for Finance to say that the standard rates of subsistence allowance in Ireland have been reviewed in accordance with an agreed recommendation made by the General Council under the scheme of conciliation and arbitration for the Civil Service. As a result, the Minister has agreed that the rates should be increased, with effect from 1 July 2008, to the amounts specified in the schedule at appendix I.

2. As a result of the revision of the subsistence allowances provided for in this circular, the allowances for certain departmental grades fall to be revised in accordance with agreed recommendations of their Departmental Councils. Subsistence allowances for departmental grades should be revised to bring them into line with the new rates. Where there are no equivalent allowances overleaf, the subsistence allowance for the appropriate Departmental grades should be increased by the following percentages with effect from 1 July 2008

Overnight Stay	1.40%
(0.60% in the case of the Class A rate)	
Lunch (5 hour absence)	3.89%
Two Meal (absence of 10 hours or more)	3.89%

3. Payment of the rates authorised in this Circular will be subject to the regulations issued with Circular 11/1982, Circular 18/2006 and any other instructions in force from time to time.

4 Heads of Departments should continue to ensure that only essential travel is undertaken and that the number of officers on any official journey is kept to the absolute minimum.

5 Any enquiries about this Circular from Departments should be emailed to Travel.Policy@finance.gov.ie. **Personal enquiries from individual officers should be addressed to the Personnel Unit of the employing Department/Office.** This Circular is also available on the Departments website at www.finance.gov.ie

Mise le meas

Brendan Duffy
Assistant Secretary

To/All Departments etc.

Appendix I

Domestic Subsistence rates Circular 14/2008

Domestic Subsistence rates from 1st July 2008

Overnight rates

Day Rates

Class of Allowances	Normal Rate	Reduced Rate	Detention Rate	10 hours or more	5 hours but less than 10 hours
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A Class	€145.32	€133.97	€72.64	€44.81	€18.28
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B Class	€143.58	€122.81	€71.82	€44.81	€18.28
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