



**An Roinn Airgeadais  
Department of Finance**

Ref: E105/1/09

5 March 2009

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**Circular 07/2009: Motor Travel and Subsistence Rates**

**A Dhuine Uasail**

1. I am directed by the Minister for Finance to inform you that the Government has decided to reduce travel and subsistence rates. The revised rates should be implemented from the date of this circular. Details of the new rates are shown in the Appendices to this Circular.
2. Payment of the rates authorised in this Circular will be subject to the regulations issued with Circular 11/82 (as amended by Circular 18/2006) and any other instructions in force from time to time.
3. 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.
4. 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. 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 reduced by 25% with effect from 5 March 2009.
5. This circular should be brought to the attention of all bodies under the aegis of your Department or Office and all officers in your Department or Office who are responsible for travel.
6. Any enquiries about this Circular from Departments should be sent by email to [Travel.Policy@finance.gov.ie](mailto: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 Department's website [www.personnelcode.gov.ie](http://www.personnelcode.gov.ie).

Mise le meas

**Brendan Duffy**  
Assistant Secretary

To/All Departments etc.



## Motor Travel Rates circular 07/09

## Rates per mile effective from 5 March 2009

Official Motor Travel in a calendar year	Engine Capacity up to 1200cc	Engine Capacity 1201cc to 1500cc	Engine Capacity 1501cc and over
Up to 4000 miles	62.94 cent	74.42 cent	95.05 cent
4001 and over	34.13 cent	38.00 cent	45.79 cent

## Reduced Motor Travel Rates effective from 5 March 2009

Engine Capacity up to 1200cc	Engine Capacity 1201cc to 1500cc	Engine Capacity 1501cc and over
23.55 cent per mile	26.76 cent per mile	31.36 cent per mile

## Rates per kilometre effective from 5 March 2009

Official Motor Travel in a calendar year	Engine Capacity up to 1200cc	Engine Capacity 1201cc to 1500cc	Engine Capacity 1501cc and over
Up to 6437km	39.12 cent	46.25 cent	59.07 cent
6438km and over	21.22 cent	23.62 cent	28.46 cent

## Reduced Motor Travel Rates effective from 5 March 2009

Engine Capacity up to 1200cc	Engine Capacity 1201cc to 1500cc	Engine Capacity 1501cc and over
14.64 cent per km	16.64 cent per km	19.49 cent per km

**Appendix II****Domestic Subsistence rates Circular 07/2009**

<b>Domestic Subsistence rates from 5 March 2009</b>					
<b>Overnight rates</b>				<b>Day Rates</b>	
<b>Class of Allowances</b>	<b>Normal Rate</b>	<b>Reduced Rate</b>	<b>Detention Rate</b>	<b>10 hours or more</b>	<b>5 hours but less than 10 hours</b>
<b>A Class</b>	<b>€108.99</b>	<b>€100.48</b>	<b>€54.48</b>	<b>€33.61</b>	<b>€13.71</b>
<b>B Class</b>	<b>€107.69</b>	<b>€92.11</b>	<b>€53.87</b>	<b>€33.61</b>	<b>€13.71</b>