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29<sup>th</sup> December 2006

HSE HR Circular 20/2006

To : Each National Director, Assistant National Director, Hospital Network Manager,  
Local Health Manager  
Re: Travelling Expenses/ Motor Travel Rates

I wish to advise you that approval may be assumed for implementation of the revised rates for travelling expenses with effect from 1<sup>st</sup> July 2006.

The revised rates are shown in mile and kilometre format below. These rates will, in future, be referred to as motor travel rates. Payment of the rates authorised in this circular is subject to the general regulations governing such payment and any other instructions which in force from time to time.

**Rates per mile effective from 1<sup>st</sup> July 2006**

Official Motor Travel in a calendar year	Engine capacity up to 1,200cc	Engine capacity 1,201 to 1500cc	Engine capacity 1,501 and over
	Cent	Cent	Cent
Up to 4,000	86.05	102.58	129.88
4,001 and over	44.42	51.33	61.07

**Rates per kilometre effective from 1<sup>st</sup> July 2006**

Official Motor Travel in a calendar year	Engine capacity up to 1,200cc	Engine capacity 1,201 to 1,500cc	Engine capacity 1,501 and over
	Cent	Cent	Cent
Up to 6,437	53.48	63.75	80.72
6,438 and over	27.61	31.90	37.96

Line Managers should continue to ensure that only essential travel is undertaken and that the number of staff on any official journey is kept to a minimum.

Please arrange for these revisions to be brought to the attention of all appropriate personnel including Voluntary Agencies within your area.

Yours sincerely,

Martin McDonald  
National Director of Human Resources