



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

Office of the National Director of HR
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29th December 2006

HSE HR Circular 22/2006

To: Each National Director, Assistant National Director, Hospital Network Manager,
Local Health Manager

Re: Revised Rates for Subsistence Abroad

The standard rates of subsistence allowance abroad have been reviewed in accordance with agreed arrangements. It has been agreed that the rates should be increased, with effect from 1st January 2006. A schedule setting out the revised subsistence rates is attached.

Payment of the rates authorised in this circular will be subject to the relevant regulations and any other instructions in force from time to time.

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. Costs fall to be met within approved allocations.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Martin McDonald'.

Martin McDonald
National Director of Human Resources

SUBSISTENCE ALLOWANCES APPLICABLE FROM 1st January 2006
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N.B. Officers travelling to destinations which are not included in this Appendix should confirm the appropriate subsistence rates with the Personnel Unit of their employing Department/Office prior to departure.

Except in the case of Britain & Nth Ireland, the following rates are those appropriate to officers eligible for Class A home rates. In respect of other officers, their rates are calculated at 90% of values shown.

COUNTRY (Currency)	Night Rate 24 hours	Conference Rate	Day Rate over 10 hours	Day Rate over 5 hours
BRITAIN & NTH IRELAND (£ Sterling)				
Officers eligible for Class A home rates:				
London	135.35	67.68	45.12	22.56
Northern Ireland	109.02	54.51	36.34	18.17
Elsewhere	93.78	46.89	31.26	15.63
Officers eligible for Class B home rates:				
London	121.81	60.91	40.60	20.30
Northern Ireland	100.41	50.21	33.47	16.74
Elsewhere	68.99	34.50	23.00	11.50
AUSTRIA (euro) *				
Bregenz, Graz, Innsbruck, Klagenfurt, Linz, Salzburg, Vienna	169.00	84.50	56.33	28.17
BELGIUM (euro)				
Brussels ^	See notes below	105.50	70.33	35.17
Elsewhere B&B plus	50.00	75.00	50.00	25.00
CANADA (Canadian \$) *				
Montreal - Dec, Jan & Feb	271.00	135.50	90.33	45.17
- Mar, Apr & Nov	278.00	139.00	92.67	46.33
- May to Aug	410.00	205.00	136.67	68.33
- Sept & Oct	317.00	158.50	105.67	52.83
Ottawa	365.00	182.50	121.67	60.83
Toronto	318.00	159.00	106.00	53.00
CHINA (Renminbi)*				
Beijing/Peking	1,994.00	997.00	664.67	332.33
CROATIA (Kuna)*				
Zagreb	1,406.00	703.00	468.67	234.33
CZECH REPUBLIC (Korunas) *				
Prague	5,408.00	2704.00	1802.67	901.33

COUNTRY (Currency)		Night Rate 24 hours	Conference Rate	Day Rate over 10 hours	Day Rate over 5 hours
DENMARK (Krone)					
Copenhagen		1,690.00	845.00	563.33	281.67
Elsewhere	Room plus	790.00	790.00	526.67	263.33
FINLAND (euro) *					
Helsinki		218.00	109.00	72.67	36.33
FRANCE (euro) *					
Paris		292.00	146.00	97.33	48.67
Strasbourg		174.00	87.00	58.00	29.00
Elsewhere	Room plus	73.00	73.00	48.67	24.33
GERMANY (euro)					
Berlin		200.00	100.00	66.67	33.33
Dusseldorf		160.00	80.00	53.33	26.67
Frankfurt		219.00	109.50	73.00	36.50
Hamburg		200.00	100.00	66.67	33.33
Munich		210.00	105.00	70.00	35.00
Stuttgart		193.00	96.50	64.33	32.17
Elsewhere	B&B plus	60.00	90.00	60.00	30.00
GREECE (euro) *					
Athens		259.00	129.50	86.33	43.17
HUNGARY (Forints & euro) *					
Budapest	B&B (€95) plus forints	11,393.00	17,089.50	11,393.00	5,696.50
ITALY (euro) *					
Bologna, Florence, Genoa, Milan, Turin & Venice		284.00	142.00	94.67	47.33
Naples & Rome		183.00	91.50	61.00	30.50
JAPAN (Yen) *					
Tokyo		29,055.00	14,527.50	9,685.00	4,842.50
Elsewhere	B&B plus	10,024.00	15,036.00	10,024.00	5,012.00
LUXEMBOURG (euro) *					
Luxembourg		285.00	142.50	95.00	47.50
NETHERLANDS (euro)					
Amsterdam		222.00	111.00	74.00	37.00
The Hague		233.00	116.50	77.67	38.83
Elsewhere	Room plus	81.00	81.00	54.00	27.00

COUNTRY (Currency) *		Night Rate 24 hours	Conference Rate	Day Rate over 10 hours	Day Rate over 5 hours
NORWAY (Kroner) *					
Oslo	Monday to Thursday	2,482.00	1,241.00	827.33	413.67
	Friday to Sunday	2,027.00	1013.50	675.67	337.83
POLAND (Zlotys & euro) *					
Warsaw	B&B (€93) + zlotys	241.00	361.50	241.00	120.50
PORTUGAL (euro) *					
Lisbon		216.00	108.00	72.00	36.00
Oporto		223.00	111.50	74.33	37.17
Elsewhere #	Actuals + £4 sterling				
ROMANIA (Lei & Dollars)*					
Bucharest ~	B&B (\$165) + Lei	1,395,000	2,092,500	1,395,000	697,500
SLOVAKIA (euro & Korunas)*					
Bratislava	B&B (€112.00) + Korunas	1,349.00	2,023.50	1,349.00	674.50
SLOVENIA (euro & Slovenian Tolars)*					
Ljubljana	B&B (€109.70) + Tolars	8,279.00	12,418.50	8,279.00	4,139.50
SPAIN (euro) *					
Barcelona		239.00	119.50	79.67	39.83
Madrid		230.00	115.00	76.67	38.33
Elsewhere	Room plus	66.00	66.00	44.00	22.00
SWEDEN (Sek) *					
Stockholm		2,710.00	1,355.00	903.33	451.67
SWITZERLAND (Sw Francs) *					
Geneva		343.00	171.50	114.33	57.17
Elsewhere #	Actuals + £4 sterling				
USA (Dollars) *					
Boston		348.00	174.00	116.00	58.00
Chicago		279.00	139.50	93.00	46.50
New York		285.00	142.50	95.00	47.50
San Francisco		260.00	130.00	86.67	43.33
Washington		355.00	177.50	118.33	59.17

* Rates are available for other locations in these countries on request from Personnel Units

Actuals = Vouched cost of accommodation plus three meals

^ Brussels: Vouched cost of room plus the conference rate is applicable to all officers travelling to Brussels on overnight visits

~ Romania is revaluing their currency, the old rate is shown: for new Lei divide by 10,000