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16/89 (PC 115)

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Reference: - E.105/8/75

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19 Iúil 1989

Circular 16/89: Subsistence Allowances Abroad

A Dhuine Uasail

I am directed by the Minister for Finance to say that he has accepted an agreed recommendation made by the General Council under the scheme of conciliation and arbitration for the Civil Service, concerning the subsistence allowances payable to civil servants in respect of absences abroad on official business (General Council Report 1135 refers). Accordingly, the rates of these allowances have been reviewed and where appropriate, revised, as indicated in the Appendix to this Circular. The revised rates are effective from 1 May, 1989 but in any case where the application of these rates as from that date would result in a reduction in the total amount payable to an officer by way of subsistence in respect of a visit abroad, this Circular may in that case be deemed to take effect from 1 August 1989.

2. Expenditure on travel and subsistence must continue to be strictly appraised and monitored in the light of present financial constraints. Officers who travel abroad should limit reimbursable expenditure to the minimum consistent with the requirements of the visit. 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.

3. Any telephone enquiries about this circular from Departments should be made to 779601, Ext. 506. Personal enquiries from individual officers should be addressed to the Personnel Unit of the employing Department/Office.

Mise le meas,

J. McGovern
Assistant Secretary

To/All Departments etc

Appendix to Circular 16/89

Subsistence allowances applicable from 1 May 1989 (see Notes overleaf)

| Country | Night Rate | Conference Rate | Day Rate (over 10 hrs) | Day Rate (over 5 hrs) |
|---|---------------|--------------------|---------------------------|--------------------------|
| <u>Britain (£ Sterling)</u> | | | | |
| Officers eligible for Class A home rates: | | | | |
| London | 86.60 | 49.41 | 28.87 | 14.43 |
| Elsewhere | 71.30 | 40.77 | 23.77 | 11.88 |
| Officers eligible for Class B home rates: | | | | |
| London | 59.15 | 34.90 | 19.72 | 9.86 |
| Elsewhere | 50.75 | 29.40 | 16.92 | 8.46 |
| All other officers | | | | |
| London | 49.90 | 30.00 | 16.63 | 8.32 |
| Elsewhere | 37.65 | 22.60 | 12.55 | 6.28 |
| <u>Austria (Schillings)</u> | 1590 | 1243 | 530 | 265 |
| <u>Belgium (B.Francs)</u> | | | | |
| Brussels | - | 2633 | 1975 | 988 |
| Antwerp, Liege | 5210 | 2633 | 1737 | 868 |
| Elsewhere | 4168 | 2633 | 1389 | 695 |
| <u>Canada (Can.Dollars)</u> | | | | |
| Ottawa | 143.75 | 89.93 | 47.92 | 23.96 |
| Montreal | 167.00 | 106.80 | 55.67 | 27.83 |
| Elsewhere | 149.50 | 95.71 | 49.83 | 24.92 |
| <u>Denmark (Kroner)</u> | | | | |
| Copenhagen | 1204 | 645 | 401 | 201 |
| <u>Finland (Markka)</u> | | | | |
| Helsinki | 943 | 472 | 314 | 157 |
| Elsewhere | 806 | 417 | 269 | 134 |
| <u>France (Francs)</u> | | | | |
| Paris | 754 | 435 | 327 | 163 |
| Strasbourg | 575 | 306 | 230 | 115 |
| <u>W.Germany (Deutschmarks)</u> | | | | |
| Berlin, Bonn, Bad Godesberg, Bremen, Cologne, Dusseldorf, Frankfurt, Hamburg, Hanover, Mainz, Munich, Stuttgart, Wiesbaden | | | | |
| Elsewhere | 200.00 | 112.80 | 66.67 | 33.33 |
| Elsewhere | 180.00 | 102.46 | 60.00 | 30.00 |
| <u>Greece (Drachmas)</u> | | | | |
| Athens | 13,240 | 6620 | 4413 | 2207 |

Appendix to Circular 16/89

| Country | Night Rate | Conference Rate | Day Rate (over 10 hrs) | Day Rate (over 5 hrs) |
|--------------------------------|------------|-----------------|------------------------|-----------------------|
| <u>Italy (Lire)</u> | 201,000 | 103,000 | 67,000 | 34,000 |
| <u>Luxembourg (Lux.Francs)</u> | 5857 | 3333 | 2500 | 1250 |
| <u>Netherlands (Guilders)</u> | | | | |
| Amsterdam | 342.00 | 171.00 | 114.00 | 57.00 |
| The Hague | 326.00 | 166.67 | 108.67 | 54.33 |
| Elsewhere | 270.88 | 135.44 | 90.29 | 45.15 |
| <u>Norway (Kroner)</u> | | | | |
| Oslo | 1775 | 888 | 592 | 296 |
| <u>Portugal (Escudos)</u> | | | | |
| Lisbon | 13,972 | 6986 | 4657 | 2329 |
| Oporto | 12,150 | 6898 | 4050 | 2025 |
| <u>Spain (Pesetas)</u> | | | | |
| Madrid | 20,547 | 10,274 | 6849 | 3425 |
| Elsewhere | 17,465 | 8733 | 5822 | 2911 |
| <u>Sweden (Kroner)</u> | | | | |
| Stockholm | 1302 | 749 | 434 | 217 |
| <u>Switzerland (Sw.Francs)</u> | | | | |
| | 219 | 133 | 73 | 37 |
| <u>USA (Dollars)</u> | | | | |
| New York | 199.00 | 122.73 | 66.33 | 33.17 |
| Washington | 163.00 | 100.00 | 54.33 | 27.17 |
| Elsewhere | 125.00 | 74.00 | 41.67 | 20.83 |

Notes:

- (1) Except in the case of Britain, the rates shown above are those appropriate to an officer eligible for Class A home rates; in respect of other officers, the rates as shown should be multiplied by the fraction:

$$\frac{\text{Officer's home rate}}{\text{Class A home rate}}$$

- (2) In cases where conference rate applies, the appropriate amounts shown under the "Conference Rate" heading above are payable in addition to the vouched cost of accommodation (room only).
- (3) $\frac{1}{2}$ Conference rate is applicable to all officers travelling to Brussels on overnight visits.