



HSE HR Circular 008/2009

25th March, 2009.

Each Member of Management Team, HSE;
Each Hospital Network Manager, NHO, HSE;
Each Assistant National Director, PCCC, HSE;
Each Assistant National Director, Human Resources, HSE;
Each Local Health Manager, PCCC, HSE.

Re: Motor Travel Rates

Dear Colleague,

I write to advise that, following Government instruction, existing rates for travel are reduced with effect from 25th March 2009. All travel expenses incurred by employees from that date are reduced accordingly. Fixed travel allowances and other allowances derived from travel and subsistence allowances should also be reviewed accordingly.

The revised rates are shown in mile and kilometre format below. Payment of the rates authorised in this Circular is subject to the general regulations governing such payment and any other instructions that are in force from time to time.

Rates per mile effective from 25th March 2009

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 miles	64.54	76.94	97.95
4,001 and over	34.91	39.14	47.36

Rates per kilometre effective from 25th March 2009

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 km	40.11	47.82	60.88
6,438 and over	21.70	24.33	29.43

Motor Cycle Allowance

Rates per mile effective from 25th March 2009

Official Motor Travel in a calendar year	Engine capacity up to 150cc	Engine capacity 151-250cc	Engine capacity 251-600cc	Engine capacity 601cc plus
	Cent	Cent	Cent	Cent
Up to 4,000 miles	23.29	32.34	38.16	46.01
44,001 and over	15.07	21.42	24.61	28.31

Rates per kilometre effective from 25th March 2009

Official Motor Travel in a calendar year	Engine capacity up to 150cc	Engine capacity 151-250cc	Engine capacity 251-600cc	Engine capacity 601cc plus
	Cent	Cent	Cent	Cent
Up to 6,437 km	14.48	20.10	23.72	28.59
6,438 and over	9.37	13.31	15.29	17.60

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

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

Any queries in respect of this Circular should be forwarded to the Office of Assistant National Director of Human Resources, Employee Relations on 045 880410.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'Seán McGrath', written in a cursive style.

Seán McGrath,
National Director of Human Resources