

Reference No: Letter to Personnel Officers; **Date:** 31/12/2003

31/12/2003 LP:- Delegates and Chairpersons Allowance

Our Ref: E109/140/02

31 December 2003

Dear Personnel Officer

I refer to my letter of 16 December 2003 which sanctioned special payments in respect of consistent and exceptional extra attendance by non-overtime grades arising from the Irish Presidency of the European Union in 2004 and also revised rates of delegates and chairpersons allowance for such grades (covered by Circular Letter 4/79) effective from 1 January 2004.

In my letter I stated that I would be writing separately with regard to delegates and chairpersons allowance for overtime grades. Accordingly, sanction is now conveyed for the following revised rates of delegates and chairpersons allowance for grades covered by Circular Letter 1/81:

1st night away from home in any period of seven days:	€90
2nd, 3rd and 4th nights:	€30
Chairperson's allowance:	€70

The revised rates are effective from 1 January 2004 and are inclusive of the general round increase of 3% under Sustaining Progress due on that date. Your attention is drawn to conditions relating to payment of the allowances as set out in Circular Letter 1/81 (copy attached). I confirm that delegates allowance may continue to be paid to officers who travel to and from Brussels on the same day on the same basis as previously.

Yours sincerely

Brendan Duffy
Principal
Personnel and Remuneration Division