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Financial Support Services Unit

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Financial Guideline 2021/2022 – 16

Community & Comprehensive Schools

Travel and Subsistence Expenses Guidelines for Members of Board of Management, School Principal and other School Personnel

This guideline supersedes Financial Guideline 29-2018/2019 and 09-2019/2020. *There are no changes in the application of these guidelines. The claim form has been updated and a template policy included.*

1. Introduction

Travel and subsistence allowances may be paid to members of the board of management, Principal, Deputy Principal, teaching and non-teaching staff, and selection committee members for necessary travel required to carry out school business. Travel and subsistence allowances may be paid to members of ACCS and NAPD in respect of attendance at annual conferences and performance of duties on behalf of NAPD and ACCS Executives.
In order to comply with Revenue requirements and best practice in governance and financial management the board of management should annually agree and approve a policy on the payment of travel and subsistence expenses for members of the board of management, the school Principal and other school personnel.

2. Travel and subsistence expense policy

To download a sample policy template please click here. The policy should cover the following points:

- Claims may be allowed only to the extent that there are adequate financial resources within the school's budget to meet the cost.
- It is the duty of Principals and boards of management to ensure that expenditure on travel and subsistence is strictly appraised and monitored and only essential travel is undertaken and that every effort is made to keep expenditure to a minimum. The board is obliged to approve all instances which will result in claims for travel and subsistence and is obliged to verify the validity of each and every claim. Claims should be matched by appropriately vouched and verified claims forms. Click here for a sample claim form.

- The Principal may be delegated the responsibility to vouch for claims submitted by other employees. In cases where the Principal is claiming travel and subsistence, these claims must be verified by the chairperson of the board of management or, in the absence of the chairperson, a nominee of the board, prior to payment being processed.

- The Department pays travel expenses in respect of teachers attending approved in-service training courses organised by the Department.

3. Categories of Personnel

- Members of a board of management may be paid expenses at the normal rate of travelling and subsistence for journeys necessarily incurred in connection with attendance at board meetings and for any other journeys necessarily undertaken in the performance of their duties as board members (e.g. serving on selection boards).

- The Principal of a Community or Comprehensive School when for good and sufficient reasons he/she is engaged in carrying out school business, either in his/her capacity as Principal or as secretary of the board of management, he/she may be paid expenses at the normal rate of travelling and subsistence. The Principal shall not be entitled to travel or subsistence allowances for attendance at board of management meetings and/or for attending the school in the normal way.

- Members of A.C.C.S. (Association of Community & Comprehensive Schools); A.P.V.C. (Association of Principals and Vice Principals of Community and Comprehensive Schools) and N.A.P.D. (National Association of Principals and Deputy Principals), as appropriate may be paid expenses at the normal rate of travelling and subsistence in respect of attendance at annual conferences and performance of duties as may be required throughout the year on behalf of the A.C.C.S., A.P.V.C. and N.A.P.D. Executives (e.g. meetings with the Department). Boards may also provide for a maximum of three regional meetings per year for members of the A.C.C.S.; A.P.V.C. and N.A.P.D., as appropriate. A maximum of two overnight allowances is allowable for annual conferences.

- Teachers employed in Community & Comprehensive Schools may be paid expenses at the normal rate of travelling and subsistence for school business approved by the Principal and board of management (e.g. supervising work experience locations).

- Non-Teaching Employees of a board of management may be paid expenses for journeys necessarily undertaken by them in the performance of duties subject to the prior approval of the Principal/secretary of board of management.

- The nominees of Trustees who participate in Community and Comprehensive School teacher selection committees and **who are not in Public Sector employment**, are paid

a rate of €130 per day. Appropriate travel expenses and subsistence allowances, at standard rates, are also payable in line with Civil Service Rates, see Appendix 1. (Department of Education Circular 0077/2011).

4. General Regulations and Conditions

- Except in the case of board members entitled to travelling and subsistence for journeys necessarily incurred in connection with attendance at board of management meetings, travelling expenses will not be paid in respect of any portion of a journey which covers all or part of a person's usual route between home and the school.

- Where travel arises in relation to in-service, other than that arising from Department sponsored in-service, for teachers, the travelling allowance should be calculated by applying the public service transport rate or the reduced rate of mileage, as appropriate.

- Where a person proceeds on an official journey direct from home or returns home direct, the travelling allowance payable will be calculated by reference to the distance from home or the school whichever is the lesser.

- The rate of mileage payable is based on the cumulative mileage claimed to date in the financial year. Cumulative mileage is the total kilometres for which travel expenses have been claimed in the year to date. This includes all mileage claimed from any other public or private body.

- The Civil Service travel rates are the maximum rates which may be paid without incurring a tax liability (**Appendix 1**). The board of management is free to set travel rates at any rate equal to or below these levels.

- The financial year for the purpose of calculating kilometric travel rates is the calendar year.

- Travel should be by the shortest practicable route(s) and by means of public transport where this is conveniently available.
- In the case of a person who uses his/her own car, where public transport could have been used, the amount to be allowed for the person's own car in respect of mileage allowance must not exceed the cost of public transport. Personnel will be authorised to use private transport for reasons connected with school business only in the following circumstances where:
    - no suitable public transport (i.e. train or bus) is available,
    - public transport is suitable only at equal or greater expense, or

    - the use of public transport would result in the loss of official time which it is necessary to avoid.

- Where more than one person is travelling to the same meeting, arrangements should be made to avoid the unnecessary duplication of the use of more than one car.

- Taxis or cars should only be hired when no suitable public transport is available. Receipts should be supplied with all such claims.

- A day allowance is payable in respect of an absence from home or school of 5 hours and more than 8 km away from the school or home. Time spent at school/headquarters or on journeys from home to school or vice versa will not reckon towards the qualifying period of 5 hours.

- A night allowance is payable for an absence at a place more than 100 km away from a person's home or school. The night allowance covers a period up to 24 hours from the time of departure as well as any further period not exceeding 5 hours. Where an absence includes one or more nights, a day allowance will be paid only if the last period of 24 hours is exceeded by 5 or more hours.

- Deductions to be made from the subsistence rate to take account of meals provided to an officer at no cost to him/herself, are as follows:
    - where lunch or dinner is provided, a five-hour rate should be deducted;
    - where both lunch and dinner are provided, a ten-hour rate should be deducted;
    - where breakfast is provided, half the appropriate five-hour rate should be deducted.

- Travel and subsistence claims should be submitted immediately and certainly within one month of the journey having been made. All claims should be submitted on Travel & Subsistence Expense Claim Forms, click here for a sample claim form.

- Board members and employees of the board engaged on board/school business are responsible for their own insurance while using their own private vehicle for work purposes. An Indemnity Declaration Form for use of personal motor vehicle on official school business authorised by the Board of Management must be completed by any employee/board of management member using their private vehicle for school business purposes. (Department of Education-Circular 0017/2016). The declaration form is provided in Appendix 1 of the sample Travel and Subsistence Expenses Policy.

- Principal and employees of the board who are required to pay higher premiums to effect insurance cover for their own cars because they (a) provide transport for pupils in certain specified circumstances defined by the board or (b) otherwise make their cars

available for such use, may be recouped the extra costs involved on production of the necessary receipts.

5. Procedure

- Claims for travel and subsistence allowances should be made to the board of management on the revised claim form. Click here to download the sample claim form.

- All claims should show:
  - the purpose of the journey (e.g. Board meeting, Annual Conference, etc.)
  - the mode of transport used
  - if private transport used, the capacity of the engine in c.c.'s and the total mileage travelled
  - the actual date(s) and times of departure from and return to school/claimant's residence.

  •the cumulative mileage claimed to date in the financial year. This includes all mileage claimed from any other public or private body.

- The board of management shall check the claim and satisfy itself that:
  - the journey was duly approved
  - the claim is not a duplicate claim
  - where a private car was used, there was no reasonable alternative
  - the mileage claimed (where applicable) is correct;

- All such expenditure shall be clearly identified in the school's financial records.

- All documentation in relation to travel and subsistence claims should be retained for a period of seven years (i.e. six years after the tax year to which the records refer).

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7th December 2021

Appendix 1

Civil Service Travel Rates effective 1st April 2017

Motor Travel Rates per Kilometre				
Bands	**Distance**	**Engine Capacity up to 1200cc**	**Engine Capacity 1201cc to 1500cc**	**Engine Capacity 1501cc and over**
Band 1	0 – 1,500 km	37.95 cent	39.86 cent	44.79 cent
Band 2	1,501 – 5,500km	70.00 cent	73.21 cent	83.53 cent
Band 3	5,501 – 25,000km	27.55 cent	29.03 cent	32.21 cent
Band 4	25,001 km and over	21.36 cent	22.23 cent	25.85 cent

Reduced Motor Travel Rates per Kilometre		
Engine Capacity up to 1200cc	**Engine Capacity 1201cc to 1500cc**	**Engine Capacity 1501cc and over**
16.59 cent	17.63 cent	18.97 cent

Reduced mileage rates are payable for journeys associated with an individual's job but not solely related to the performance of those duties.

Examples include:

- attendance at confined promotion competitions
- attendance at approved courses of education
- attendance at courses or conferences
- return visits home at weekends during periods of temporary transfer.

Standard Domestic Subsistence Rates

Effective from 1st December 2021

Overnight rates		
Normal Rate	Reduced Rate	Detention Rate
€147.00	€132.30	€73.50
Day Rates		
10 hours or more	5 hours but less than 10 hours	
€39.08	€16.29	

Overnight allowance covers an overnight assignment of up to 24 hours. This must be at least 100km from the employee's home and their normal place of work.
The rate category depends on the period of an assignment:

- normal rate is for up to 14 nights
- reduced rate covers the next 14 nights
- detention rate covers each of the next 28 nights.

Vouched Accommodation ("VA") Domestic Subsistence Rates

(for use in Dublin only)

Effective from 1st December 2021

Vouched Accommodation ("VA") Rate	**Accommodation**		**Meals**
VA Rate	Vouched cost of accommodation up to €147.00	Plus	€39.08

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Treoirlíne Airgeadais 2021/2022 – 16

Pobalscoileanna agus Scoileanna Cuimsitheacha

Treoirlínte maidir le Costais Taistil agus Chothaithe le haghaidh Comhaltaí Boird Bainistíochta, Príomhoidí Scoile agus Pearsanra eile Scoile

Tagann an treoirlíne seo in ionad Threoirlíne Airgeadais 29-2018/2019 agus 09-2019/2020. Níl aon athrú tagtha ar chur chun feidhme na treoirlínte seo. Tá an fhoirm éilimh nuashonraithe agus teimpléad de bheartas san áireamh inti.

1. Réamhrá

Féadtar liúntais taistil agus chothaithe a íoc le comhaltaí den bhord bainistíochta, an Príomhoide, an Leas-Phríomhoide, baill foirne teagaisc agus neamhtheagaisc agus comhaltaí de choistí roghnúcháin faoi chomhair taisteal riachtanach a dhéantar chun gnó na scoile a chur i gcrích. Féadtar liúntais taistil agus chothaithe a íoc le comhaltaí an ACCS agus an NAPD i ndáil le freastal ar chomhdhálacha bliantúla agus dualgais a chomhlíonadh thar ceann Fheidhmeannaigh an NAPD agus an ACCS.
Chun riachtanais na gCoimisinéirí Ioncaim agus dea-chleachtas maidir le rialachas agus bainistiú airgeadais a chomhlíonadh, ba chóir don bhord bainistíochta beartas a chomhaontú agus a fhormheas gach bliain maidir le costais taistil agus chothaithe a íoc le comhaltaí an bhoird bainistíochta, le Príomhoide na scoile agus le pearsanra eile scoile.

2. An beartas maidir le costais taistil agus chothaithe

Chun teimpléad le sampla de bheartas a fháil cliceáil anseo. Ba chóir don bheartas na pointí a leanas a chuimsiú:

- Féadtar éilimh a cheadú, ach amháin go feadh go bhfuil acmhainní dóthanacha airgeadais i mbuiséad na scoile chun an costas a íoc.

- Tá sé de dualgas ar Phríomhoidí agus ar Bhoird Bhainistíochta a chinntiú go ndéantar breithmheas dhian ar chostais taistil agus chothaithe agus nach ndéantar ach taisteal atá riachtanach, agus go ndéantar gach iarracht an costas a choinneáil chomh híseal agus is féidir. Tá sé de dhualgas ar an mbord gach cás a fhormheas a mbeidh sé de thoradh orthu go ndéanfar éilimh ar thaisteal agus cothú, agus tá dualgas orthu bailíocht gach uile éileamh a fhíorú. Ba chóir éilimh a mheaitseáil le foirmeacha éilimh dearbhaithe agus fíoraithe. Cliceáil anseo chun sampla d'fhoirm a fháil.

- Féadtar an fhreagracht a shannadh don Phríomhoide éilimh a thíolacann fostaithe eile a dhearbhú. I gcásanna ina bhfuil an Príomhoide ag éileamh taisteal agus cothú, ní mór na héilimh seo a bheith fíoraithe ag cathaoirleach an bhoird bainistíochta nó, má bhíonn an cathaoirleach as láthair, duine ainmnithe den bhord, roimh íocaíocht a phróiseáil.

- Íocann an Roinn costais taistil i ndáil le múinteoirí a fhreastalaíonn ar cúrsaí oiliúna inseirbhíse ceadaithe eagraithe ag an Roinn.

3. Catagóirí Pearsanra

- Féadtar costais a íoc le comhaltaí boird bainistíochta ag gnáthráta taistil agus cothaithe le haghaidh turais a thabhaítear de riachtanas i ndáil le freastal ar chruinnithe boird agus le haghaidh aon turais eile a dtugtar fúthu de riachtanas i gcomhlíonadh a gcuid dualgas mar chomhaltaí boird (mar shampla freastal ar bhoird roghnúcháin).

- I gcás Príomhoidí Pobalscoileanna nó Scoileanna Cuimsitheacha atá i mbun gnó scoile a reáchtáil ar chúiseanna maithe agus dóthanacha, bíodh sé ina gcáil mar Phríomhoide nó mar rúnaí an bhoird bainistíochta, féadtar costais a íoc leo ag an ngnáthráta taistil agus cothaithe. Ní bheidh Príomhoidí i dteideal liúntais costas taistil ná cothaithe as ucht freastal ar chruinnithe boird bainistíochta agus/nó as ucht freastal ar an scoil ar an ngnáthbhealach.

- Comhaltaí A.C.C.S. (Cumann na Scoileanna Pobail agus Cuimsitheacha); A.P.V.C. (Cumann Príomhoidí agus Leas-Phríomhoidí na Scoileanna Pobail agus Cuimsitheacha) agus N.A.P.D. (Cumann Náisiúnta Príomhoidí agus Príomhoidí Tánaisteacha), de réir mar is cuí, féadtar costais a íoc leo ag an ngnáthráta taistil agus cothaithe i ndáil le freastal ar chomhdhálacha bliantúla agus dualgais a chomhlíonadh, de réir mar a theastódh, i rith na bliana thar ceann an A.C.C.S., an A.P.V.C. agus Feidhmeannaigh an N.A.P.D. (mar shampla cruinnithe leis an Roinn). Féadann Boird foráil a dhéanamh le haghaidh oiread agus trí chruinniú réigiúnacha sa bhliain le haghaidh baill an A.C.C.S.; an A.P.V.C. agus an N.A.P.D, de réir mar is cuí. Ceadaítear oiread agus dhá liúntas thar oíche le haghaidh comhdhálacha bliantúla.

- I gcás múinteoirí a fhostaítear i bPobalscoileanna agus Scoileanna Cuimsitheacha, féadtar costais a íoc leo ag an ngnáthráta taistil agus cothaithe le haghaidh gnó scoile ceadaithe ag an bPríomhoide agus ag an mbord bainistíochta (mar shampla maoirsiú a dhéanamh ag láithreacha taithí oibre).

- I gcás Fostaithe Neamhtheagaisc boird bainistíochta, féadtar costais a íoc leo as ucht turais a dtugann siad fúthu de riachtanas i gcomhlíonadh a gcuid dualgas faoi réir ceadú roimh ré ón bPríomhoide/rúnaí an bhoird bainistíochta.

- I gcás ainmnithe de chuid Iontaobhaithe a ghlacann páirt i gcoistí roghnúcháin múinteoirí do Phobalscoileanna agus Scoileanna Cuimsitheacha agus **nach bhfuil fostaithe san Earnáil Phoiblí**, íoctar ráta €130 sa lá leo. Tá costais chuí taistil agus chothaithe iníoctha ag gnáthrátaí freisin, i gcomhréir le rátaí na Státseirbhíse, féach Aguisín 1. (Ciorclán 0077/2011 ón Roinn Oideachais agus Scileanna).

4. Rialacháin agus Coinníollacha Ginearálta

- Seachas i gcás comhaltaí boird atá i dteideal taisteal agus cothú as ucht turais a thabhaítear de riachtanas i ndáil le freastal ar chruinnithe boird bainistíochta, ní íocfar costais taistil i ndáil le haon sciar de thuras a chlúdaíonn an gnáthbhealach ar fad ag duine idir an baile ag an scoil, nó cuid den ghnáthbhealach sin.

- Sa chás go n-éiríonn taisteal aníos do mhúinteoirí i ndáil le hinseirbhís, seachas é sin a éiríonn aníos ó inseirbhís urraithe ag an Roinn, ba chóir an liúntas taistil a ríomh de bhun ráta iompair na seirbhíse poiblí a fheidhmiú, é sin nó ráta laghdaithe míleáiste, de réir mar is cuí.

- Sa chás go leanann duine ar aghaidh ar thuras oifigiúil ón mbaile nó go dtéann siad ar ais abhaile go díreach, ríomhfar an liúntas taistil iníoctha de bhun tagairt don achar ón mbaile nó ón scoil, cibé acu is lú.

- Tá an ráta míleáiste iníoctha bunaithe ar an míleáiste carnach a éilíodh go dáta sa bhliain airgeadais. Is éard is míleáiste carnach ann ná na ciliméadair uile ar éilíodh costais taistil ina leith sa bhliain go dáta. Áirítear leis sin an míleáiste uile a éilíodh ó aon chomhlacht eile, bíodh sé poiblí nó príobháideach.

- Is éard atá sna rátaí taistil Státseirbhíse ná na rátaí uasta a fhéadtar a íoc gan dliteanas cánach a thabhú (**Aguisín 1**). Tá an tsaoirse ag an mbord bainistíochta rátaí taistil a shocrú ag ráta ar bith atá cothrom leis an leibhéal seo, nó faoina bhun.

- Is é an bhliain airgeadais chun críocha rátaí taistil ciliméadair a ríomh ná an bhliain féilire.

- Ba chóir an bealach/na bealaí is giorra go praiticiúil a bheith i gceist leis an taisteal agus go ndéantar é ar iompar poiblí sa chás go bhfuil sé seo ar fáil go háisiúil.

- I gcás duine a úsáideann a charr/carr féin agus an deis iompar poiblí a úsáid ar fáil, ní mór nach mó an tsuim incheadaithe do charr an duine féin i ndáil le liúntas míleáiste ná costas an iompair phoiblí. Tabharfar údarú do phearsanra iompar príobháideach a úsáid ar chúiseanna a bhaineann le gnó na scoile, ach amháin sna cúinsí seo a leanas:
    - mura bhfuil iompar poiblí cuí ar fáil (is é sin traein nó bus),
    - mura bhfuil iompar poiblí ar fáil ach amháin ar chostas atá comhionann nó ar chostas níos mó, nó
    - dá mbeadh sé ina thoradh ar an iompar poiblí a úsáid go gcaillfí am oifigiúil, rud is gá a sheachaint.

- Sa chás go bhfuil breis agus duine amháin ag taisteal chuig an gcruinniú céanna, ba chóir socruithe a dhéanamh le go seachnaítear dúbailt nach gá ó thaobh breis agus carr amháin a úsáid.

- Níor chóir tacsaithe ná carranna a fhruiliú ach amháin nuair nach bhfuil iompar poiblí cuí ar fáil. Ba chóir admhálacha a chur ar fáil le gach éileamh den chineál sin.

- Tá liúntas lae iníoctha i ndáil le hasláithreacht 5 uair a chloig ón mbaile nó ón scoil nó níos mó ná 8km ón scoil nó ón mbaile. Maidir le ham a chaitear ag an scoil/ceanncheathrú nó ar thurais ón mbaile go dtí an scoil, nó a mhalairt, ní chomhairfear é i dtreo na tréimhse incháilithe 5 uair a chloig.

- Tá liúntas oíche iníoctha as ucht neamhláithreacht ag áit níos mó ná 100km ar shiúl ó bhaile nó scoil duine. Clúdaíonn an liúntas oíche tréimhse suas le 24 uair a chloig ón am fágála, chomh maith le haon tréimhse bhreise nach mó ná 5 uair a chloig. Sa chás go bhfuil oíche amháin nó breis agus oíche amháin i gceist le neamhláithreacht, ní íocfar liúntas lae ach amháin má sáraíodh an tréimhse dheireanach 24 uair a chloig le 5 uair a chloig nó níos mó.

- Is mar seo a leanas atá na hasbhaintí le déanamh ón ráta cothaithe le go gcuirtear san áireamh béilí a chuirtear ar fáil d'oifigeach gan costas dó/di féin:
    - má chuirtear lón nó dinnéar ar fáil, ba chóir ráta cúig uair a chloig a asbhaint;
    - má chuirtear lón agus dinnéar araon ar fáil, ba chóir ráta deich n-uair a chloig a asbhaint;

    - má chuirtear bricfeasta ar fáil, ba chóir leath an ráta cúig uair a chloig a asbhaint.

- Ba chóir éilimh taistil agus chothaithe a dhéanamh láithreach agus go cinnte taobh istigh d'aon mhí amháin ón turas a bheith déanta. Ba chóir gach éileamh a chur isteach ar Fhoirm Éilimh Costais Taistil & Chothaithe, cliceáil anseo chun sampla d'fhoirm a fháil.

    - Maidir le comhaltaí boird agus fostaithe an bhoird a i mbun gnó boird/scoile, is iad féin atá freagrach as a gcuid árachais féin agus iad ag úsáid a bhfeithicil phríobháideach chun críocha gnó. Ní mór Foirm Dhearbhaithe Slánaíochta maidir le mótarfheithicil phearsanta a úsáid ar ghnó oifigiúil scoile, arna údarú ag an mBord Bainistíochta, a bheith comhlánaithe ag gach fostaí/comhalta boird bainistíochta a úsáideann a bhfeithicil phríobháideach féin chun críocha gnó na scoile. (An Roinn Oideachais-Ciorclán 0017/2016). Tá an fhoirm dhearbhaithe le fáil in Aguisín 1 den sampla de bheartas maidir le Costais Taistil agus Chothaithe.

- I gcás an phríomhoide agus fostaithe an bhoird a n-iarrtar orthu préimheanna árachais níos mó a íoc chun clúdach árachais a fháil dá gcarr féin mar gheall (a) go gcuireann siad iompar ar fáil do dhaltaí i gcúinsí áirithe sonraithe arna sainiú ag an mbord nó (b) go gcuireann siad a gcarr ar fáil le haghaidh úsáid den chineál sin, féadtar na costais bhreise a bhaineann leis a aisghabháil ach na hadmhálacha cuí a chur ar fáil.

5. Nós imeachta

- Ba chóir éilimh ar liúntais taistil agus chothaithe a dhéanamh chuig an mbord bainistíochta ar an bhfoirm éilimh athbhreithnithe.
Cliceáil anseo chun an fhoirm a íoslódáil.

- Ba chóir an méid seo a leanas a léiriú ar gach éileamh:
    - cuspóir an turais (mar shampla cruinniú boird, comhdháil bhliantúil srl)
    - an modh iompair a úsáideadh
    - má úsáideadh iompar príobháideach, acmhainn an innill in c.c. agus iomlán an mhíleáiste a taistealaíodh
    - na dátaí agus amanna fágála agus fillte ar an scoil/áit chónaithe an éilitheora.

  *an míleáiste carnach a éilíodh go dáta sa bhliain airgeadais Áirítear leis sin an míleáiste uile a éilíodh ó aon chomhlacht eile, bíodh sé poiblí nó príobháideach.

- Déanfaidh an bord bainistíochta an t-éileamh a sheiceáil agus cinnteoidh go bhfuil sé sásta i leith an mhéid seo:
    - gur ceadaíodh an turas go cuí

- nach éileamh i ndúblach é an t-éileamh
- má úsáideadh carr príobháideach, nach raibh aon rogha réasúnach eile ann
- go bhfuil an míleáiste a éilíodh (nuair is infheidhmithe) ceart;

- Ba chóir gach caiteachas den chineál seo a bheith sainaitheanta go soiléir i dtaifid airgeadais na scoile.

- Ba chóir gach cáipéis a bhaineann le héilimh taistil agus chothaithe a choinneáil go ceann tréimhse seacht mbliana (is é sin 6 bliana tar éis na bliana cánach lena mbaineann na taifid).

Fón: 01-269 0677
info@fssu.ie

An 7 Nollaig 2021

Aguisín 1

Rátaí Taistil Státseirbhíse le héifeacht ón 1 Aibreán 2017

Rátaí Mótarthaistil in aghaidh an Chiliméadair				
Bandaí	**Fad**	**Acmhainn Innill suas le 1200cc**	**Acmhainn Innill 1201cc go 1500cc**	**Acmhainn Innill 1501cc agus os a chionn**
Banda 1	0 – 1,500 km	37.95 cent	39.86 cent	44.79 cent
Banda 2	1,501 – 5,500 km	70.00 cent	73.21 cent	83.53 cent
Banda 3	5,501 – 25,000 km	27.55 cent	29.03 cent	32.21 cent
Banda 4	25,001 km agus níos mó	21.36 cent	22.23 cent	25.85 cent

Rátaí Laghdaithe Mótarthaistil in aghaidh an Chiliméadair		
Acmhainn Innill suas le 1200cc	**Acmhainn Innill 1201cc go 1500cc**	**Acmhainn Innill 1501cc agus os a chionn**
16.59 cent	17.63 cent	18.97 cent

Tá rátaí laghdaithe míleáiste iníoctha do thurais a bhaineann le post an duine nach mbaineann go heisiach le feidhmiú na ndualgas sin.

Mar shampla:

- freastal ar chomórtais theoranta ardaithe céime
- freastal ar chúrsaí oideachais ceadaithe
- freastal ar chúrsaí nó comhdhálacha
- turais fillte abhaile ag an deireadh seachtaine le linn tréimhsí aistrithe shealadaigh.

Rátaí Caighdeánacha Cothaithe Intíre

Le héifeacht ón 1 Nollaig 2021

Rátaí thar oíche		
Gnáthráta	Ráta Laghdaithe	Ráta Coinneála
€147.00	€132.30	€73.50

Rátaí Lae	
10 n-uair an chloig nó níos mó	5 uair an chloig ach níos lú ná 10 n-uair an chloig
€39.08	€16.29

Baineann an liúntas thar oíche le socrúchán thar oíche suas le 24 uair an chloig. Caithfidh sé sin a bheith nach lú ná 100km ó bhaile an fhostaí agus óna ghnátháit oibre. Braitheann catagóir an ráta ar thréimhse an tsocrúcháin:

- gnáthráta suas le 14 oíche
- ráta laghdaithe do na chéad 14 oíche eile
- ráta coinneála do gach ceann de na chéad 28 oíche eile.

Rátaí Cothaithe Intíre do Lóistín Dearbhaithe ("LD")

(le húsáid i mBaile Átha Cliath amháin)

Le héifeacht ón 1 Nollaig 2021

Ráta Lóistín Dearbhaithe ("LD")	**Lóistín**		**Béilí**
Ráta LD	Costas dearbhaithe lóistín suas le €147.00	Móide	€39.08