Meal, Travelling and other Allowances for 2018-19

Various expense and work-related allowances in the Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009 are adjusted annually.
This Circular supersedes and replaces Treasury Circulars TC17-10 and TC18-14 Review of Meal, Travelling and other Allowances.

Summary:

The meal, travelling and related allowances contained in Table 1 Allowances of Part B - Monetary Rates of the Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009 have been increased effective from 1 July 2018.

Meal and travelling allowances listed in Items 1, 2, 3 and 19 (excluding supper allowance) have been adjusted from 1 July 2018 in line with the Australian Taxation Office Determination No. TD 2018/11, which sets out the reasonable allowance amounts for the 2018-19 financial year.

Allowances listed in Items 4, 5, 7, 8, 9, 12, 15, 16 and 19 (supper allowance) of Table 1 have been adjusted from 1 July 2018 in accordance with the changes in the Sydney Consumer Price Index (CPI) for the preceding year to March 2018.

Work related allowances listed in items 13, 14, 17 and 18 are increased by 2.5 per cent on and from the first full pay period commencing on or after 1 July 2018, being the same increase as applied to salaries under the Crown Employees (Public Sector Salaries - 2018) Award.

Private motor vehicle allowances listed in item 6 have been set at a flat rate of 68 cents for all engine types by the Australian Taxation Office in line with changes identified in the Tax and Superannuation Laws Amendment (2015 Measures No. 5) Act 2015 (Cwlth).

The Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009 will be varied in due course to reflect the reviewed allowances in this Circular.

Michael Pratt AM
Secretary

Further Information: Public Sector Industrial Relations, NSW Industrial Relations, NSW Treasury, psir@industrialrelations.nsw.gov.au
NSW Treasury website: www.treasury.nsw.gov.au

---

52 Martin Place, Sydney (enter via 127 Phillip St) GPO Box 5469, Sydney, NSW 2001. Phone: (02) 9228 4426
Promoting State resource management to achieve a stronger NSW economy and better public services
## Part B - Monetary Rates

### Table 1 – Rates and Allowances

**Effective 1 July 2018**

<table>
<thead>
<tr>
<th>Item No</th>
<th>Clause No</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Meal expenses on one day journeys</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Capital cities and high cost country centres</td>
<td></td>
</tr>
<tr>
<td></td>
<td>29.1.1</td>
<td>Breakfast</td>
<td>$27.55</td>
</tr>
<tr>
<td></td>
<td>29.1.2</td>
<td>Dinner</td>
<td>$52.80</td>
</tr>
<tr>
<td></td>
<td>29.1.3</td>
<td>Lunch</td>
<td>$31.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tier 2 and other country centres</td>
<td></td>
</tr>
<tr>
<td></td>
<td>29.1.1</td>
<td>Breakfast</td>
<td>$24.70</td>
</tr>
<tr>
<td></td>
<td>29.1.2</td>
<td>Dinner</td>
<td>$48.60</td>
</tr>
<tr>
<td></td>
<td>29.1.3</td>
<td>Lunch</td>
<td>$28.15</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Travelling allowances</td>
<td></td>
</tr>
<tr>
<td></td>
<td>26.8.2</td>
<td>Capital cities</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Per day (inclusive of accommodation, meals and incidental expenses allowance)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Adelaide</td>
<td>$288.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Brisbane</td>
<td>$306.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Canberra</td>
<td>$299.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Darwin</td>
<td>$351.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hobart</td>
<td>$278.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Melbourne</td>
<td>$304.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Perth</td>
<td>$311.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sydney</td>
<td>$319.05</td>
</tr>
<tr>
<td></td>
<td>26.8.2</td>
<td>High cost country centres</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Per day (inclusive of accommodation, meals and incidental expenses allowance)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Albany (WA)</td>
<td>$310.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Alice Springs (NT)</td>
<td>$281.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bathurst (NSW)</td>
<td>$266.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bega (NSW)</td>
<td>$276.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bordertown (SA)</td>
<td>$280.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bourke (NSW)</td>
<td>$296.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bright (VIC)</td>
<td>$290.05</td>
</tr>
<tr>
<td>Item No</td>
<td>Clause No</td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>---------</td>
<td>-----------</td>
<td>------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Broken Hill (NSW)</td>
<td>$270.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Broome (WA)</td>
<td>$391.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bunbury (WA)</td>
<td>$286.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Burnie (TAS)</td>
<td>$291.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cairns (QLD)</td>
<td>$284.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Carnarvon (WA)</td>
<td>$287.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Castlemaine (VIC)</td>
<td>$277.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Chinchilla (QLD)</td>
<td>$274.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Christmas Island (WA)</td>
<td>$311.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cocos (Keeling) Islands (WA)</td>
<td>$433.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Coffs Harbour (NSW)</td>
<td>$268.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Colac (VIC)</td>
<td>$269.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dalby (QLD)</td>
<td>$281.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dampier (WA)</td>
<td>$306.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Derby (WA)</td>
<td>$321.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Devonport (TAS)</td>
<td>$289.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Emerald (QLD)</td>
<td>$287.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Esperance (WA)</td>
<td>$286.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Exmouth (WA)</td>
<td>$351.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Geraldton (WA)</td>
<td>$309.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gladstone (QLD)</td>
<td>$286.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gold Coast (QLD)</td>
<td>$340.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gosford (NSW)</td>
<td>$271.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Halls Creek (WA)</td>
<td>$301.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hervey Bay (QLD)</td>
<td>$288.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Horn Island (QLD)</td>
<td>$331.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Horsham (VIC)</td>
<td>$275.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Jabiru (NT)</td>
<td>$347.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kalgoorlie (WA)</td>
<td>$303.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Karratha (WA)</td>
<td>$381.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Katherine (NT)</td>
<td>$289.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kununurra (WA)</td>
<td>$335.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Launceston (TAS)</td>
<td>$272.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mackay (QLD)</td>
<td>$292.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Maitland (NSW)</td>
<td>$283.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mount Isa (QLD)</td>
<td>$291.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mudgee (NSW)</td>
<td>$270.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Newcastle (NSW)</td>
<td>$299.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Newman (WA)</td>
<td>$326.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Norfolk Island (NSW)</td>
<td>$371.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Northam (WA)</td>
<td>$271.05</td>
</tr>
<tr>
<td>Item No</td>
<td>Clause No</td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>--------</td>
<td>-----------</td>
<td>---------------------------</td>
<td>---------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Orange (NSW)</td>
<td>$286.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Port Hedland (WA)</td>
<td>$331.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Port Lincoln (SA)</td>
<td>$301.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Port Macquarie (NSW)</td>
<td>$289.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Port Pirie (SA)</td>
<td>$281.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Queanbeyan (NSW)</td>
<td>$270.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Queenstown (TAS)</td>
<td>$267.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Roma (QLD)</td>
<td>$270.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Swan Hill (VIC)</td>
<td>$267.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tennant Creek (NT)</td>
<td>$277.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Toowoomba (QLD)</td>
<td>$275.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Thursday Island (QLD)</td>
<td>$331.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Townsville (QLD)</td>
<td>$274.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wagga Wagga (NSW)</td>
<td>$275.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Weipa (QLD)</td>
<td>$269.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Whyalla (SA)</td>
<td>$276.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wilpena-Pound (SA)</td>
<td>$324.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wollongong (NSW)</td>
<td>$286.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wonthaggi (VIC)</td>
<td>$273.05</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Yulara (NT)</td>
<td>$431.05</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>26.8.2</th>
<th>Tier 2 country centres</th>
<th>Per day (inclusive of accommodation, meals and incidental expenses allowance)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Albury (NSW)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Ararat (VIC)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Armidale (NSW)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Ayr (QLD)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Bairnsdale (VIC)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Ballarat (VIC)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Benalla (VIC)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Bendigo (VIC)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Bundaberg (QLD)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Ceduna (SA)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Charters Towers (QLD)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Cooma (NSW)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Dubbo (NSW)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Echuca (VIC)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Geelong (VIC)</td>
<td>$255.15</td>
</tr>
<tr>
<td></td>
<td>Goulburn (NSW)</td>
<td>$255.15</td>
</tr>
<tr>
<td>Item No</td>
<td>Clause No</td>
<td>Description</td>
</tr>
<tr>
<td>---------</td>
<td>-----------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Griffith (NSW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gunnedah (NSW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hamilton (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Innisfail (QLD)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kadina (SA)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kingaroy (QLD)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lismore (NSW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mildura (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mount Gambier (SA)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Muswellbrook (NSW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Naracoorte (SA)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Nowra (NSW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Port Augusta (SA)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Portland (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Renmark (SA)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rockhampton (QLD)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sale (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Seymour (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Shepparton (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tamworth (NSW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tumut (NSW)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wangaratta (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Warrnambool (VIC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wodonga (VIC)</td>
</tr>
<tr>
<td></td>
<td>26.8.2</td>
<td>Other country centres</td>
</tr>
<tr>
<td></td>
<td>26.8.2</td>
<td>Incidental expenses when claiming actual expenses - all locations</td>
</tr>
<tr>
<td></td>
<td>26.11</td>
<td>Daily allowance payable after 35 days and up to 6 months in the same location - all locations</td>
</tr>
<tr>
<td>3</td>
<td>26.8.1</td>
<td>Incidental expenses</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Camping allowance</td>
</tr>
<tr>
<td></td>
<td>34.2.1</td>
<td>Established camp</td>
</tr>
<tr>
<td></td>
<td>34.2.2</td>
<td>Non- established camp</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Additional allowance for staff who camp in excess of 40 nights per year</td>
</tr>
<tr>
<td>Item No</td>
<td>Clause No</td>
<td>Description</td>
</tr>
<tr>
<td>---------</td>
<td>-----------</td>
<td>-------------</td>
</tr>
<tr>
<td>5</td>
<td>35.2</td>
<td>Composite allowance (per day)</td>
</tr>
<tr>
<td>6</td>
<td>36.3</td>
<td>Use of private motor vehicle</td>
</tr>
<tr>
<td></td>
<td>36.3</td>
<td>Official business</td>
</tr>
<tr>
<td></td>
<td>36.3</td>
<td>Casual rate (40% of official business rate)</td>
</tr>
<tr>
<td></td>
<td>36.3</td>
<td>Motor cycle allowance (50% of the official business rate)</td>
</tr>
<tr>
<td></td>
<td>36.7</td>
<td>Towing trailer or horse float (13% of the official business rate)</td>
</tr>
<tr>
<td>7</td>
<td>38.2</td>
<td>Camping equipment allowance</td>
</tr>
<tr>
<td></td>
<td>38.3</td>
<td>Bedding and sleeping bag</td>
</tr>
<tr>
<td>8</td>
<td>39.2.1</td>
<td>Remote areas allowance</td>
</tr>
<tr>
<td></td>
<td>39.2.2</td>
<td>Grade A</td>
</tr>
<tr>
<td></td>
<td>39.2.3</td>
<td>Grade B</td>
</tr>
<tr>
<td></td>
<td>39.2.4</td>
<td>Grade C</td>
</tr>
<tr>
<td></td>
<td>39.2.1</td>
<td>Without dependants</td>
</tr>
<tr>
<td></td>
<td>39.2.2</td>
<td>Grade A</td>
</tr>
<tr>
<td></td>
<td>39.2.3</td>
<td>Grade B</td>
</tr>
<tr>
<td></td>
<td>39.2.4</td>
<td>Grade C</td>
</tr>
<tr>
<td>9</td>
<td>40.1</td>
<td>Assistance to staff members stationed in a remote area when travelling on recreation leave</td>
</tr>
<tr>
<td></td>
<td></td>
<td>By private motor vehicle</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other transport - with dependants</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other transport - without dependants</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rail travel</td>
</tr>
<tr>
<td>10</td>
<td>41</td>
<td>Insurance cover</td>
</tr>
<tr>
<td>11</td>
<td>42.2</td>
<td>Exchanges</td>
</tr>
<tr>
<td>12</td>
<td>43.1</td>
<td>Room at home used as office</td>
</tr>
<tr>
<td>Item No</td>
<td>Clause No</td>
<td>Description</td>
</tr>
<tr>
<td>---------</td>
<td>-----------</td>
<td>------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>13</td>
<td>92.1.1</td>
<td>On-call (stand-by) and on-call allowance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(effective ffpp on or after 1 July 2018)</td>
</tr>
<tr>
<td>14</td>
<td>45</td>
<td>Flying allowance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(effective ffpp on or after 1 July 2018)</td>
</tr>
<tr>
<td>15</td>
<td>46.1</td>
<td>Uniforms, protective clothing and laundry allowance</td>
</tr>
<tr>
<td>16</td>
<td>48.1</td>
<td>Garage and carport allowance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Garage allowance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Carport allowance</td>
</tr>
<tr>
<td>17</td>
<td>50.1</td>
<td>Community language allowance scheme</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Base Level Rate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Higher Level Rate</td>
</tr>
<tr>
<td>18</td>
<td>51.1</td>
<td>First aid allowance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Holders of basic qualifications</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Holders of current occupational first aid certificate</td>
</tr>
<tr>
<td>19</td>
<td>94.1</td>
<td>Overtime meal allowances</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Breakfast</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lunch</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dinner</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Supper</td>
</tr>
</tbody>
</table>

**NB:** In adjusting expense related and salary related allowances, annual rates are adjusted to the nearest dollar, weekly and daily rates are rounded to the nearest 5 cents, and hourly rates are moved to the nearest cent (except for the flying allowance which is moved to the nearest 10 cents).