

**Appendix 1 to Circular 07/2017: Subsistence Allowances Abroad (Short List)**

**Effective from 1st April 2017**

N.B. Officers travelling to destinations which are not included in this Appendix should confirm the appropriate subsistence rates with the Personnel Unit of their employing Department/Office prior to departure.

These rates are applicable to all officers travelling abroad on official business

Legend Key:

\* - Rates are available for other locations in these countries on request from Personnel Units

# - Actual cost = Vouched cost of accommodation & three meals plus €10 for incidental expenses.

^ - Brussels: Vouched cost of room plus the VA rate is applicable to all officers travelling to Brussels on overnight visits

(In general, the Vouched Accommodation (VA) rate should not be routinely claimed except in Brussels)

<b>COUNTRY (Currency)</b>	<b>Overnight Rate</b>	<b>VA Rate</b>	<b>10 Hour</b>	<b>5 Hour</b>
<b>AUSTRIA (Euro)</b>				
Bregenz, Graz, Innsbruck	213.00	106.50	71.00	35.50
Klagenfurt, Linz, Salzburg, Vienna	213.00	106.50	71.00	35.50
Elsewhere				
<b>BELGIUM (Euro)</b>				
Brussels ^		120.75	80.50	40.25
Elsewhere	193.20	96.60	64.40	32.20
<b>BRITAIN &amp; NTH IRELAND (£ Sterling)</b>				
London	199.29	99.65	66.43	33.22
Northern Ireland	118.70	59.35	39.57	19.78
Elsewhere	139.71	69.86	46.57	23.29
<b>BULGARIA (Lev) *</b>				
Sofia	B&B of 154 euro plus	108.50	162.75	108.50
			108.50	54.25
<b>CANADA (Canadian \$) *</b>				
Montreal	380.00	190.00	126.67	63.33
Ottawa	368.50	184.25	122.83	61.42
Toronto	332.50	166.25	110.83	55.42
<b>CHINA (Renminbi)*</b>				
Beijing AKA Peking	1,950.00	975.00	650.00	325.00
<b>CROATIA (Kuna)*</b>				
Zagreb	1,461.50	730.75	487.17	243.58
<b>CYPRUS (Euro) *</b>				
Nicosia	202.00	101.00	67.33	33.67
<b>CZECH REPUBLIC (Korunas)</b>				
Prague	B&B of 126 euro plus	1,296.50	1,944.75	1,296.50
Elsewhere	B&B of 94.50 euro plus	698.25	1,047.38	698.25
			698.25	349.13
<b>DENMARK (Krone)</b>				
Copenhagen	2,095.50	1,047.75	698.50	349.25
Elsewhere	2,095.50	1,047.75	698.50	349.25
<b>ESTONIA (Euro) *</b>				
Tallinn	176.00	88.00	58.67	29.33
<b>FINLAND (Euro)</b>				
Helsinki	228.50	114.25	76.17	38.08
Elsewhere	B&B plus	82.00	123.00	82.00
			82.00	41.00

COUNTRY (Currency)	Overnight Rate	VA Rate	10 Hour	5 Hour
<b>FRANCE (Euro) *</b>				
Paris	316.00	158.00	105.33	52.67
Strasbourg	188.50	94.25	62.83	31.42
Elsewhere	Room plus 98.00	98.00	65.33	32.67
<b>GERMANY (Euro)</b>				
Berlin	239.50	119.75	79.83	39.92
Dusseldorf	176.00	88.00	58.67	29.33
Munich	226.00	113.00	75.33	37.67
Elsewhere	176.00	88.00	58.67	29.33
<b>GREECE (Euro) *</b>				
Athens	221.00	110.50	73.67	36.83
<b>HUNGARY (Forints &amp; Euro) *</b>				
Budapest	B&B of 137 euro plus 16,001.00	24,001.50	16,001.00	8,000.50
<b>ITALY (Euro)</b>				
Bologna, Florence, Genoa, Milan, Turin & Venice	326.50	163.25	108.83	54.42
Naples & Rome	260.00	130.00	86.67	43.33
Elsewhere	260.00	390.00	260.00	130.00
<b>JAPAN (Yen) *</b>				
Tokyo	29,672.00	14,836.00	9,890.67	4,945.33
Elsewhere	26,704.80	13,352.40	8,901.60	4,450.80
<b>LATVIA (Euro) *</b>				
Riga	175.00	87.50	58.33	29.17
<b>LITHUANIA (Euro) *</b>				
Vilnius	B&B of 93 euro plus 74.14	111.21	74.14	37.07
<b>LUXEMBOURG (Euro) *</b>				
Luxembourg	364.00	182.00	121.33	60.67
<b>MALTA (Euro)</b>				
Valletta, Elsewhere	210.50	105.25	70.17	35.08
<b>NETHERLANDS (Euro)</b>				
Amsterdam	222.00	111.00	74.00	37.00
The Hague	281.00	140.50	93.67	46.83
Elsewhere	Room plus 224.80	112.40	74.93	37.47
<b>NORWAY (Kroner) *</b>				
Oslo	2,040.50	1,020.25	680.17	340.08
<b>POLAND (Zlotys &amp; Euro)</b>				
All Locations	B&B of 115 euro plus 393.00	589.50	393.00	196.50
<b>PORTUGAL (Euro) *</b>				
Lisbon	181.00	90.50	60.33	30.17
Oporto	223.00	111.50	74.33	37.17
Elsewhere #	Actual <b>vouched</b> costs + €10			
<b>ROMANIA (Ron &amp; Euro)</b>				
Bucharest	B&B of 147 euro plus 243.00	364.50	243.00	121.50
Elsewhere	B&B plus 182.25	273.38	182.25	91.13
<b>SLOVAKIA (Euro) *</b>				
Bratislava	164.00	82.00	54.67	27.33
Elsewhere #	Actual <b>vouched</b> costs + €10			
<b>SLOVENIA (Euro)</b>				
Ljubljana	214.00	107.00	71.33	35.67
Elsewhere #	Actual <b>vouched</b> costs + €10			
<b>SPAIN (Euro)</b>				
Barcelona	277.50	138.75	92.50	46.25
Madrid	287.00	143.50	95.67	47.83
Elsewhere	243.95	121.98	81.32	40.66

COUNTRY (Currency)	Overnight Rate	VA Rate	10 Hour	5 Hour
<b>SWEDEN (Sek)</b>				
Stockholm	2,857.00	1,428.50	952.33	476.17
Elsewhere #	Actual <b>vouched</b> costs + €10			
<b>SWITZERLAND (Sw Francs)</b>				
Geneva	363.00	181.50	121.00	60.50
Elsewhere #	Actual <b>vouched</b> costs + €10			
<b>USA (Dollars) *</b>				
Boston	336.50	168.25	112.17	56.08
Chicago	310.50	155.25	103.50	51.75
New York	318.50	159.25	106.17	53.08
San Francisco	290.00	145.00	96.67	48.33
Washington DC	268.50	134.25	89.50	44.75