



Stiúirthóra Náisiúnta,
Acmhainní Daonna

Feidhmeannacht na Seirbhíse
Sláinte Ospidéal Dr. Steevens',
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To:

- Chief Executive Officer**
- Each National Director**
- Each Assistant National Director HR**
- Each Assistant Chief Finance Officer**
- Each Hospital Group CEO**
- Each Hospital Group Director of HR**
- Each Chief Officer CHOs**
- Each Head of HR CHOs**
- Head of HR, PCRS**
- Each CEO Section 38 Agencies**
- Each HR Manager Section 38 Agencies**
- Each Employee Relations Manager**
- Each Group Director of Nursing & Midwifery**
- Each Group Director of Midwifery**
- Each Clinical Director**
- Director National Ambulance Service**

From: Anne Marie Hoey, National Director of Human Resources

Date: 11th August 2022

Subject: HR Circular 027/2022 - Domestic Subsistence Allowances

Dear Colleagues

I wish to advise that the Department of Health has issued Circular 4/2022 which should be read in conjunction with Department of Public Expenditure and Reform (DPER) Circular 17/2022 *Domestic Subsistence Allowances* which sets out the revised standard rates of subsistence allowance in Ireland.

Application

The revised domestic subsistence rates are effective from **1 September 2022**. Please see the attached DPER circular for full details of these changes.

Standard Domestic Subsistence Rates

In line with the agreed criteria of reviewing changes in the Consumer Price Index (CPI) in the accommodation and the eating out elements, an increase in the

accommodation rates have been identified at 13.5% and as such a new Domestic Overnight rate will be introduced up to **€167** per night.

The day rates were changed in 2021 and they are not being increased at this point in time.

Vouched Accommodation (“VA”) rate for Dublin

A Vouched Accommodation rate continues to apply where difficulties are encountered sourcing suitable accommodation in Dublin within the standard rate. In such cases, a Vouched Accommodation rate will remain the vouched cost of accommodation up to a limit of the standard overnight rate (**€167**) plus €39.08. In accordance with existing policy, employees are responsible for any cost of their accommodation which is in excess of the standard overnight or vouched accommodation rate.

All managers are reminded of the requirement to continue to appraise, monitor and ensure that only essential travel is undertaken and that the number of employees on any official journey is kept to the absolute minimum.

Please ensure that this Circular is brought to the attention of all relevant managers in your area of responsibility including Payroll Managers.

Queries

Queries from individual employees or managers regarding these arrangements should be referred to local HR Departments/Employee Relations Departments. Please note that the National HR Help Desk is also available to take queries on 1850 444 925 or email: ask.hr@hse.ie

Queries from HR Departments on the contents of this Circular may be referred to National Employee Relations, HR Directorate, 63-64 Adelaide Road, Dublin 2 Tel: 01 6626966, Email: info.t@hse.ie

Yours sincerely



Anne Marie Hoey
National Director of Human Resources