

## Financial Guideline 2016/2017 - 12

### Recommended Motor Travel Rates

The Board of Management of a Voluntary Secondary School may agree to pay travel expenses to school personnel in accordance with this guideline and within the regulations laid down by the Revenue Commissioners. Travel expenses may be paid to **the Principal, Deputy Principal, Chairperson of the Board of Management, other Board members, teaching and non-teaching staff** for necessary travel required to carry out school business.

#### Motor Travel Rates per kilometre effective from 1st April 2017

Distance Bands		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 – 5,500 km	70.00 cent	73.21 cent	83.53 cent
Band 3	5,501 – 25,000 km	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

The amount of mileage accumulated by claimants between 1st January 2017 and 1st April 2017 will not be altered by the introduction of these new bands and rates. Mileage to date will, however, count towards aggregated mileage for the year.

The Civil Service travel rates listed above are the maximum rates which may be paid without incurring a tax liability. The Board of Management is free to set travel rates at any rate equal to or below these levels.

Further information on the administration of the mileage rates is available at [www.jmb.ie](http://www.jmb.ie).

Please contact us directly if you have any further queries.

**Louise McNamara, Director,  
Financial Support Services Unit,  
8<sup>th</sup> May, 2017**