

Department's Travel & Subsistence Rates

| Expense Type | Conditions/Category | Rate as at: 1st September 2014 |
|--|--|-----------------------------------|
| Subsistence | Day meals - 1 meal over 5 hours | up to £5.00 |
| | Day meals - 2 meals over 10 hours | up to £10.00 |
| | Day meals - 3 meals over 12 hours | up to £15.00 |
| | Overnight Evening Meal | up to £20.00 |
| | Friends and relatives – Nightly | £25.00 |
| | Lodging expenses - Elsewhere – Nightly | Up to £31.00 |
| | Lodging expenses - Elsewhere – Weekly | Up to £155.00 |
| | Lodging expenses - Inner London – Nightly | £34.00 |
| | Lodging expenses - Inner London – Weekly | £163.00 |
| | Overseas incidental expenses Nightly | £7.00 |
| Mileage rates (amount per mile) | Higher standard rate (up to 1,000 / 6,000 miles) | £0.45 |
| | Lower standard rate (over 1,000 / 6,000 miles) | £0.25 |
| | Motor cycle | £0.24 |
| | Passenger supplement (per passenger) | £0.02 |
| Hotel Room Expenditure Limits (Regional maximum expenditure) | London (1 day) | £130 |
| | London (2 days) | £130 |
| | London (3 days>) | £145 |
| | Rest of the Country (1 day) | £80 |
| | Rest of the Country (2 days) | £85 |
| | Rest of the Country (3 days>) | £85 |