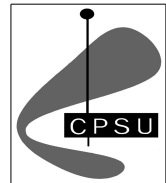




**PSA/CPSU  
BRIEF**

**INFORMATION  
UPDATE**



**TO ALL PSA MEMBERS IN THE PUBLIC SECTOR**

**Allowances - 2016**

**ANNUAL ALLOWANCE INCREASES APPLICABLE FOR 2016**

**FROM 22 DECEMBER 2015**

The following allowances have been increased in accordance with the Adelaide Consumer Price Index (CPI) for the four quarters to September 2015. The CPI increase is 1.1%. The new rates are payable from the first full pay period on or after 22 December 2015. The old rates are shown in brackets. Interstate allowances have been increased by 1.5%.

**TRAVEL ALLOWANCES**

Allowances are amounts paid to cover anticipated costs or as a compensation for conditions of employment. They are not a reimbursement as they are not exact compensation for the expenses incurred. Wherever practicable they should be paid in advance.

Allowances for meals and incidentals:

**N.B. Tax invoices or receipts are not required.**

Meal allowance

**(a) Travel within South Australia**

CPI Increase 1.1%

(i) Where absent overnight: **New rate** **Old rate** (From 22/12/14 – 21/12/15)

Breakfast	\$18.10	(\$17.90)
Lunch	\$18.10	(\$17.90)
Dinner	\$37.30	(\$36.90)
Incidentals	\$7.50	(\$7.40)

(ii) Where not absent from headquarters overnight:

Breakfast	\$15.65	(\$15.50)
Lunch	N/A	N/A
Dinner	\$22.35	(\$22.10)

## **(b) Interstate Travel**

CPI Increase 1.5%

The allowances for travel interstate have been increased to the following amounts:-

(i) For capital cities and Alice Springs – meals and incidentals:

	<b>New rate</b>	<b>Old rate</b> (From 22/12/14 – 21/12/15)
Breakfast	\$23.70	(\$23.45)
Lunch	\$23.70	(\$23.45)
Dinner	\$43.25	(\$42.80)
Incidentals	\$12.55	(\$12.40)

(ii) Interstate – Other than capital cities and Alice Springs:

Breakfast	\$17.90	(\$17.70)
Lunch	\$17.90	(\$17.70)
Dinner	\$36.85	(\$36.45)
Incidentals	\$12.55	(\$12.40)

## **TIME OF TRAVEL**

Eligibility for meal allowances is as per Clause 8.4 SA Public Sector Salaried Employees Interim Award, and Clause 5.4.1.1 Medical Scientists Award.

## **INCIDENTAL ALLOWANCES - RESIDENTIAL PROGRAMS – CPI Increase by 1.5%**

(The 1.5% is the weighted average of the eight capital cities.)

1. An incidentals expense allowance of \$26.95 (\$26.55) per (course) day will be paid to employees attending residential programs of more than two weeks' duration.
2. Employees attending residential programs conducted over a period of two weeks or less will be paid an incidental expense allowance of \$12.70 (\$12.50) per (course) day.

### **N.B. Tax invoices or receipts not required**

3. Incidental expenditure in excess of these daily rates may be assessed and approved by Chief Executive Officers, providing the expenses have been actually and necessarily incurred and adequate justification is provided.

## **ACCOMMODATION ALLOWANCE**

Allowances towards the cost of accommodation at other than bona fide hotels, motels or boarding houses. All South Australia and interstate \$37.00 per night.

**N.B.** This amount is an allowance. It is not a reimbursement. Tax invoices or receipts therefore are not required, and as the allowance is to pay “anticipated cost” it should, where possible, be paid in advance.

## **OPERATIVE DATES**

The increases above came into effect from the first full pay period on or after 22 December 2015. The increases were published in Commissioner's Determination 3.2 in December 2015. The Determination may be accessed from the Office of Public Employment website

<http://www.oper.sa.gov.au>. (Click on “Policy” then click on “Determinations”). The applications to increase rates in the following Awards were heard and approved by the Industrial Relations Commission on Wednesday 16 December 2015.

- SA Public Sector Salaried Employees Interim Award
- Medical Scientists (South Australian Public Sector) Award

The minutes of the awards were settled on Friday 5 February 2016. The increases in the Awards will be retrospective to the first pay period on or after 22 December 2015.

For employees under the SA Health (Health Care Act) HR Manual, SA Health is required to make adjustments to the Manual as per the published Commissioner's Determination 3.2. Clause 8-3-11-1 of the HR Manual reads “*For updates on the allowances within this clause please refer to the Commissioners Determination 3.2*”.

### **TEA MONEY – MEAL ALLOWANCE**

These were increased by the CPI increase of 1.1% as per clauses 5.3.1.2 of the SA Public Sector Salaried Employees (Interim ) Award and 5.3.1.3 of the Medical Scientists Awards, applicable from the first pay period on or after 22 December 2015.

- 1. Any employee, who by direction of the employer, commences duty two hours or more before, and/or ceases duty two hours or more after the employee's normal time of commencement or cessation of duty, where such additional duty necessitates taking a meal away from the employee's place of residence, is to be paid an allowance for the meal at the rate of \$17.20 (\$17.00) for an evening meal, and at the rate of \$12.05 (\$11.90) for any other meal.*
- 2. Any employee, who by direction of the employer, is required to perform duty extending beyond a meal break on a Saturday, Sunday or Public Holiday on which the employee would not normally be required, and who is not entitled to payment for that meal break, is to be paid an allowance for each meal necessarily taken away from the employee's place of residence at the rate of \$17.20 (\$17.00) for an evening meal and at the rate of \$12.05 (\$11.90) for any other meal. However, the employee is not to be paid meal allowances for Saturday, Sunday or Public Holiday work that is a normal feature of the employee's employment.*
- 3. The meal allowance will not apply where an agency supplies a meal (without charge) to an employee. Where an agency supplies a meal for which a charge is made the meal allowance payable to the employee must not exceed the amount charged by the agency for that meal.*
- 4. Meal allowances are to be paid in addition to any payment for overtime”.*

### **FISHERIES OFFICERS**

*An officer whilst at sea and absent from home overnight if required to provide his/her own meals will be paid a victualling allowance of \$32.50 (\$32.15) and if required to provide blankets a further \$4.15 (\$4.10). (SAPSSEI Award clause 5.3.13.4). CPI increase of 1.1%.*

### **ENTERPRISE AGREEMENT INCREASES TO ON CALL ALLOWANCE**

These have been increased from the first full pay period on or after 1 October 2015 in the South Australian Public Sector Wages Parity Enterprise Agreement: Salaried 2014 (EA) by 2.5% to be consistent with the percentage salary increase.

1. Employees who are rostered to be on call of a night time, will be paid an allowance for each night as follows:

	First full pay period on or after 1/10/2014	First full pay period on or after 1/10/2015	First full pay period on or after 1/10/2016
Monday – Friday	\$29.95	\$30.70	\$31.45

2. Employees who are rostered to be on-call during a full Saturday, Sunday or public holiday or any day that the employee would normally be rostered off duty, will be paid an allowance per day as follows:

	First full pay period on or after 1/10/2014	First full pay period on or after 1/10/2015	First full pay period on or after 1/10/2016
Weekends/Public Holidays/Rostered Days Off	\$52.35	\$53.65	\$55.00

#### **OTHER ALLOWANCES**

Other award allowances were increased in accordance with the 2015 State Wage Case, from 1 July 2015. These were advised in the PSA Brief (Link) attached.

For enquiries please contact Senior Industrial Officer Ian Peak by email at [ian@cpsu.asn.au](mailto:ian@cpsu.asn.au)

## **PSA – Negotiating a Better Outcome for All**

04/02/16

**PSA WEBSITE: [www.cpsu.asn.au](http://www.cpsu.asn.au)**

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