



Government Sector Labour Relations

Shaping a contemporary government sector workforce

Circular 09/2021 – Travel allowance for Christmas and Cocos (Keeling) Islands

This Circular replaces Circular to Departments and Authorities No 7 of 2018 and provides travel allowance rates for Western Australian Government employees travelling to Christmas or Cocos (Keeling) Islands in the course of their employment.

The following rates are effective from the date of this Circular, and apply only for reimbursement of expenses incurred by the employee. Where the employer has incurred the expense (e.g. via corporate credit card), no additional allowance will be paid.

Item	Daily Rate	
	<i>Christmas Island</i>	<i>Cocos (Keeling) Islands</i>
Commercial Accommodation	\$198	\$331
Meals	\$118.05	\$118.05
Incidentals	\$20.60	\$20.60

Where an officer's reasonable expenses for a whole trip are not covered by the allowances prescribed in this Circular, the employee is to be reimbursed the excess expenditure on production of receipts to the satisfaction of the Employer.

Please contact your Labour Relations Adviser if you require further information.

Jane Hammond | **Executive Director
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