

In accordance with the [Travel and Entertainment Policy and Procedures](#), the University reimburses accommodation, meals and incidentals on the basis of actual costs which must be reasonable. The following schedule is used as a guide in assessing and determining reasonable expenses.

Country	Meals \$	Incidentals \$	Total \$	Country	Meals \$	Incidentals \$	Total \$
ALBANIA	95.00	30.00	125.00	LAOS	130.00	35.00	165.00
ALGERIA	130.00	35.00	165.00	LATVIA	170.00	35.00	205.00
ANGOLA	170.00	35.00	205.00	LEBANON	170.00	35.00	205.00
ANTIGUA/BARBUDA	240.00	45.00	285.00	LITHUANIA	130.00	35.00	165.00
ARGENTINA	95.00	30.00	125.00	LUXEMBOURG	200.00	40.00	240.00
ARMENIA	130.00	35.00	165.00	MACAU	200.00	40.00	240.00
AUSTRIA	200.00	40.00	240.00	MALAWI	95.00	30.00	125.00
AZERBAIJAN	130.00	35.00	165.00	MALAYSIA	130.00	35.00	165.00
BAHAMAS	240.00	45.00	285.00	MALI	130.00	35.00	165.00
BAHRAIN	200.00	40.00	240.00	MALTA	170.00	35.00	205.00
BANGLADESH	170.00	35.00	205.00	MAURITIUS	170.00	35.00	205.00
BARBADOS	240.00	45.00	285.00	MEXICO	130.00	35.00	165.00
BELARUS	95.00	30.00	125.00	MONACO	240.00	45.00	285.00
BELGIUM	200.00	40.00	240.00	MOROCCO	170.00	35.00	205.00
BERMUDA	240.00	45.00	285.00	MOZAMBIQUE	130.00	35.00	165.00
BOLIVIA	130.00	35.00	165.00	MYANMAR	130.00	35.00	165.00
BOSNIA	95.00	30.00	125.00	NAMIBIA	95.00	30.00	125.00
BRAZIL	130.00	35.00	165.00	NEPAL	130.00	35.00	165.00
BRUNEI	130.00	35.00	165.00	NETHERLANDS	200.00	40.00	240.00
BULGARIA	130.00	35.00	165.00	NEW CALEDONIA	200.00	40.00	240.00
BURKINA FASO	130.00	35.00	165.00	NEW ZEALAND	170.00	35.00	205.00
CAMBODIA	60.00	25.00	85.00	NICARAGUA	130.00	35.00	165.00
CAMEROON	170.00	35.00	205.00	NIGERIA	170.00	35.00	205.00
CANADA	170.00	35.00	205.00	NORTH MACEDONIA	95.00	30.00	125.00
CHILE	130.00	35.00	165.00	NORWAY	240.00	45.00	285.00
CHINA	200.00	40.00	240.00	OMAN	240.00	45.00	285.00
COLOMBIA	130.00	35.00	165.00	PAKISTAN	95.00	30.00	125.00
CONGO DEM REP	170.00	35.00	205.00	PANAMA	170.00	35.00	205.00
COOK ISLANDS	170.00	35.00	205.00	PAPUA NEW GUINEA	170.00	35.00	205.00
COSTA RICA	130.00	35.00	165.00	PARAGUAY	95.00	30.00	125.00
COTE D'IVOIRE	170.00	35.00	205.00	PERU	170.00	35.00	205.00
CROATIA	130.00	35.00	165.00	PHILIPPINES	130.00	35.00	165.00
CUBA	130.00	35.00	165.00	POLAND	130.00	35.00	165.00
CYPRUS	170.00	35.00	205.00	PORTUGAL	170.00	35.00	205.00
CZECH REPUBLIC	130.00	35.00	165.00	PUERTO RICO	200.00	40.00	240.00
DENMARK	240.00	45.00	285.00	QATAR	240.00	45.00	285.00
DOMINICAN REP	170.00	35.00	205.00	ROMANIA	130.00	35.00	165.00
EAST TIMOR	170.00	35.00	205.00	RUSSIA	170.00	35.00	205.00
ECUADOR	170.00	35.00	205.00	RWANDA	130.00	35.00	165.00
EGYPT	130.00	35.00	165.00	SAINT LUCIA	200.00	40.00	240.00
EL SALVADOR	130.00	35.00	165.00	SAINT VINCENT	170.00	35.00	205.00
ERITREA	170.00	35.00	205.00	SAMOA	170.00	35.00	205.00
ESTONIA	170.00	35.00	205.00	SAUDI ARABIA	170.00	35.00	205.00
ETHIOPIA	95.00	30.00	125.00	SENEGAL	170.00	35.00	205.00
FIJI	130.00	35.00	165.00	SERBIA	130.00	35.00	165.00
FINLAND	240.00	45.00	285.00	SIERRA LEONE	95.00	30.00	125.00
FRANCE	200.00	40.00	240.00	SINGAPORE	240.00	45.00	285.00
FRENCH POLYNESIA	240.00	45.00	285.00	SLOVAKIA	170.00	35.00	205.00
GABON	240.00	45.00	285.00	SLOVENIA	130.00	35.00	165.00
GAMBIA	95.00	30.00	125.00	SOLOMON ISLANDS	170.00	35.00	205.00
GEORGIA	95.00	30.00	125.00	SOUTH AFRICA	95.00	30.00	125.00
GERMANY	200.00	40.00	240.00	SPAIN	200.00	40.00	240.00
GHANA	170.00	35.00	205.00	SRI LANKA	130.00	35.00	165.00
GIBRALTAR	170.00	35.00	205.00	SUDAN	95.00	30.00	125.00
GREECE	170.00	35.00	205.00	SURINAM	130.00	35.00	165.00
GUATEMALA	170.00	35.00	205.00	SWEDEN	200.00	40.00	240.00
GUYANA	130.00	35.00	165.00	SWITZERLAND	240.00	45.00	285.00
HONG KONG	200.00	40.00	240.00	TAIWAN	200.00	40.00	240.00
HUNGARY	130.00	35.00	165.00	TANZANIA	130.00	35.00	165.00
ICELAND	240.00	45.00	285.00	THAILAND	170.00	35.00	205.00
INDIA	130.00	35.00	165.00	TONGA	130.00	35.00	165.00
INDONESIA	130.00	35.00	165.00	TRINIDAD & TOBAGO	240.00	45.00	285.00
IRAN	60.00	25.00	85.00	TUNISIA	95.00	30.00	125.00
IRAQ	200.00	40.00	240.00	TURKEY	130.00	35.00	165.00
IRELAND	200.00	40.00	240.00	UGANDA	130.00	35.00	165.00
ISRAEL	240.00	45.00	285.00	UKRAINE	130.00	35.00	165.00
ITALY	200.00	40.00	240.00	UNITED ARAB EMIRATES	240.00	45.00	285.00
JAMAICA	170.00	35.00	205.00	UNITED KINGDOM	200.00	40.00	240.00

Southern Cross University
2021/2022 Travel Rates - Non Executive (International)
effective 6 August 2021 (Schedule 1)

Country	Meals \$	Incidentals \$	Total \$	Country	Meals \$	Incidentals \$	Total \$
JAPAN	200.00	40.00	240.00	USA	200.00	40.00	240.00
JORDAN	240.00	45.00	285.00	URUGUAY	130.00	35.00	165.00
KAZAKHSTAN	95.00	30.00	125.00	VANUATU	170.00	35.00	205.00
KENYA	170.00	35.00	205.00	VIETNAM	130.00	35.00	165.00
KOREA	240.00	45.00	285.00	ZAMBIA	95.00	30.00	125.00
KOSOVO	95.00	30.00	125.00				
KUWAIT	200.00	40.00	240.00				
KYRGYZSTAN	95.00	30.00	125.00	OTHER COUNTRIES	60.00	25.00	85.00

The percentage breakup for meals is:-	
Breakfast	25%
Lunch	28%
Dinner	47%

The reasonable accommodation rate is \$250*

*** Reasonable accommodation - actual invoices/receipts required. If actual accommodation costs per night are higher than the 'reasonable rate' a brief explanation of why that particular hotel/motel/serviced apartment was selected is required.**