



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 \$
ALBANIA	140.00	40.00	180.00
ALGERIA	185.00	45.00	230.00
ANGOLA	235.00	50.00	285.00
ANTIGUA/BARBUDA	340.00	60.00	400.00
ARGENTINA	140.00	40.00	180.00
ARMENIA	185.00	45.00	230.00
AUSTRIA	295.00	60.00	355.00
AZERBAIJAN	185.00	45.00	230.00
BAHAMAS	340.00	60.00	400.00
BAHRAIN	295.00	60.00	355.00
BANGLADESH	235.00	50.00	285.00
BARBADOS	340.00	60.00	400.00
BELARUS	140.00	40.00	180.00
BELGIUM	295.00	60.00	355.00
BERMUDA	340.00	60.00	400.00
BOLIVIA	185.00	45.00	230.00
BOSNIA	140.00	40.00	180.00
BRAZIL	185.00	45.00	230.00
BRUNEI	185.00	45.00	230.00
BULGARIA	185.00	45.00	230.00
BURKINA FASO	185.00	45.00	230.00
CAMBODIA	140.00	40.00	180.00
CAMEROON	235.00	50.00	285.00
CANADA	295.00	60.00	355.00
CHILE	185.00	45.00	230.00
CHINA	295.00	60.00	355.00
COLOMBIA	185.00	45.00	230.00
CONGO DEM REP	295.00	60.00	355.00
COOK ISLANDS	235.00	50.00	285.00
COSTA RICA	185.00	45.00	230.00
COTE D'IVOIRE	235.00	50.00	285.00
CROATIA	185.00	45.00	230.00
CYPRUS	235.00	50.00	285.00
CZECH REPUBLIC	185.00	45.00	230.00
DENMARK	340.00	60.00	400.00
DOMINICAN REP	235.00	50.00	285.00
EAST TIMOR	235.00	50.00	285.00
ECUADOR	235.00	50.00	285.00
EGYPT	185.00	45.00	230.00
EL SALVADOR	185.00	45.00	230.00
ERITREA	235.00	50.00	285.00
ESTONIA	235.00	50.00	285.00
ETHIOPIA	140.00	40.00	180.00
FIJI	185.00	45.00	230.00
FINLAND	340.00	60.00	400.00
FRANCE	295.00	60.00	355.00
FRENCH POLYNESIA	340.00	60.00	400.00
GABON	340.00	60.00	400.00
GAMBIA	140.00	40.00	180.00
GEORGIA	140.00	40.00	180.00
GERMANY	295.00	60.00	355.00
GIBRALTAR	235.00	50.00	285.00
GREECE	235.00	50.00	285.00
GUATEMALA	235.00	50.00	285.00
GUYANA	235.00	50.00	285.00
HONG KONG	340.00	60.00	400.00
HUNGARY	185.00	45.00	230.00
ICELAND	340.00	60.00	400.00
INDIA	185.00	45.00	230.00
INDONESIA	185.00	45.00	230.00
IRAN	95.00	30.00	125.00
IRAQ	235.00	50.00	285.00
IRELAND	295.00	60.00	355.00
ISRAEL	340.00	60.00	400.00
ITALY	295.00	60.00	355.00
JAMAICA	235.00	50.00	285.00
JAPAN	295.00	60.00	355.00
JORDAN	340.00	60.00	400.00

Country	Meals \$	Incidentals \$	Total \$
LAOS	185.00	45.00	230.00
LATVIA	235.00	50.00	285.00
LEBANON	185.00	45.00	230.00
LITHUANIA	185.00	45.00	230.00
LUXEMBOURG	295.00	60.00	355.00
MACAU	295.00	60.00	355.00
MALAWI	140.00	40.00	180.00
MALAYSIA	185.00	45.00	230.00
MALI	185.00	45.00	230.00
MALTA	235.00	50.00	285.00
MAURITIUS	235.00	50.00	285.00
MEXICO	185.00	45.00	230.00
MONACO	340.00	60.00	400.00
MOROCCO	235.00	50.00	285.00
MOZAMBIQUE	185.00	45.00	230.00
MYANMAR	185.00	45.00	230.00
NAMIBIA	140.00	40.00	180.00
NEPAL	185.00	45.00	230.00
NETHERLANDS	295.00	60.00	355.00
NEW CALEDONIA	295.00	60.00	355.00
NEW ZEALAND	235.00	50.00	285.00
NICARAGUA	185.00	45.00	230.00
NIGERIA	235.00	50.00	285.00
NORTH MACEDONIA	140.00	40.00	180.00
NORWAY	340.00	60.00	400.00
OMAN	340.00	60.00	400.00
PAKISTAN	140.00	40.00	180.00
PANAMA	235.00	50.00	285.00
PAPUA NEW GUINEA	235.00	50.00	285.00
PARAGUAY	140.00	40.00	180.00
PERU	235.00	50.00	285.00
PHILIPPINES	235.00	50.00	285.00
POLAND	185.00	45.00	230.00
PORTUGAL	235.00	50.00	285.00
PUERTO RICO	340.00	60.00	400.00
QATAR	340.00	60.00	400.00
ROMANIA	185.00	45.00	230.00
RUSSIA	235.00	50.00	285.00
RWANDA	185.00	45.00	230.00
SAINT LUCIA	295.00	60.00	355.00
SAINT VINCENT	235.00	50.00	285.00
SAMOA	235.00	50.00	285.00
SAUDI ARABIA	235.00	50.00	285.00
SENEGAL	235.00	50.00	285.00
SERBIA	185.00	45.00	230.00
SIERRA LEONE	140.00	40.00	180.00
SINGAPORE	340.00	60.00	400.00
SLOVAKIA	235.00	50.00	285.00
SLOVENIA	185.00	45.00	230.00
SOLOMON ISLANDS	235.00	50.00	285.00
SOUTH AFRICA	140.00	40.00	180.00
SPAIN	295.00	60.00	355.00
SRI LANKA	185.00	45.00	230.00
SWEDEN	295.00	60.00	355.00
SWITZERLAND	340.00	60.00	400.00
TAIWAN	295.00	60.00	355.00
TANZANIA	185.00	45.00	230.00
THAILAND	235.00	50.00	285.00
TONGA	185.00	45.00	230.00
TRINIDAD & TOBAGO	340.00	60.00	400.00
TUNISIA	140.00	40.00	180.00
TURKEY	185.00	45.00	230.00
UGANDA	185.00	45.00	230.00
UKRAINE	185.00	45.00	230.00
UNITED ARAB EMIRATES	340.00	60.00	400.00
UNITED KINGDOM	295.00	60.00	355.00
USA	295.00	60.00	355.00
URUGUAY	185.00	45.00	230.00

Southern Cross University
2023/2024 Travel Rates - Executive (International)
Effective 18 August 2023 (Schedule 2)

Country	Meals \$	Incidentals \$	Total \$
KAZAKHSTAN	140.00	40.00	180.00
KENYA	235.00	50.00	285.00
KOREA	340.00	60.00	400.00
KOSOVO	140.00	40.00	180.00
KUWAIT	295.00	60.00	355.00
KYRGYZSTAN	140.00	40.00	180.00

Country	Meals \$	Incidentals \$	Total \$
VANUATU	235.00	50.00	285.00
VIETNAM	185.00	45.00	230.00
ZAMBIA	140.00	40.00	180.00
OTHER COUNTRIES	95.00	30.00	125.00

The percentage breakup for meals is:-	
Breakfast	23%
Lunch	32%
Dinner	45%

The reasonable accommodation rate is \$350*

** 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.*