



FACT SHEET

Meal Expenses on One-Day Journeys

Clause 29 of the NSW Crown Employees Conditions Award provides that an employee who is:

- authorised to travel on official business,
- undertaking a **one-day journey** (no overnight accommodation),

is entitled to the relevant meal allowance if they meet the specified conditions for:

- **Breakfast** – travel starts at or before 6:00 am and at least one hour before normal start time.
- **Lunch** – total travel of at least 100 km for the day and at lunchtime the employee is at least 50 km from their normal headquarters.
- **Evening meal** – travel continues until or beyond 6:30 pm.

This clause has also been the subject of industrial disputes. For example, the PSA successfully argued that many field workers are entitled to these allowances where they satisfy the clause, even when travelling within their normal geographical work area.

Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009

29. Meal Expenses on One-Day Journeys

29.1 An employee who is authorised by the Department Head to undertake a one-day journey on official business which does not require the employee to obtain overnight accommodation, shall be paid the appropriate rate of allowance set out in Item 1 - Allowances of Table 1 of Part B Monetary Rates for:-

29.1.1 Breakfast when required to commence travel at or before 6.00 a.m. and at least 1 hour before the prescribed starting time;

29.1.2 An evening meal when required to travel until or beyond 6.30 p.m.;

29.1.3 Lunch when required to travel a total distance on the day of at least 100 kilometres and, as a result, is located at a distance of at least 50 kilometres from the employee's normal headquarters at the time of taking the normal lunch break.

2025–26 breakfast, lunch and dinner allowance rates

www.arp.nsw.gov.au/c2025-06-meal-travelling-and-other-allowances-for-2025-26