

Manual of Administration

TOPIC: Finance	SUBJECT: Meal Allowance	Code: FN120
		Date of Issue: Dec 1994
		Revised: December 2018
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PURPOSE: To clarify the amounts which may be claimed for meals.

If you have been authorized a meal allowance while traveling, you may claim up to the following maximum amounts:

- (a) Breakfast \$8.00
- (b) Lunch \$10.00, and
- (c) Dinner \$17.00

Receipts must be provided for all meals. You will be reimbursed the lesser of, the amount of the receipt, or the maximum amount allowable for that meal.

Traveling is defined as traveling to a work location greater than fifty (50) kilometers from the Head Office as referred to in Article 34.01 of the Collective Agreement.