



An Roinn Gnóthaí Eachtracha agus Trádála
Department of Foreign Affairs and Trade

21/08/2019

Our Ref: FOI/Req/2019/220

Dear Mr Corcoran,

I refer to the request which you have made under the Freedom of Information Act 2014 for access to records held by the Department of Foreign Affairs and Trade, as follows:

The total amount of expenses claimed by all civil servants in your department / any agency subject to FOI under the auspices of your department, in the following years: 2015, 2016, 2017, 2018, and so far in 2019. Please provide the breakdown by year and total number of staff.

The table below is a breakdown of expenses claimed by civil servants in the Department of Foreign Affairs and Trade for the relevant years up to 31st July 2019. There are no agencies under the auspices of this Department.

Year	Total Amount €	Number of Staff
2015	€1,238,521	719
2016	€1,145,406	760
2017	€1,345,695	824
2018	€1,524,675	960
2019 (to 31/07)	€902,498	813

The above totals are comprised of the expense items paid directly to officers in the course of their duties, as listed below:

- Subsistence
- Mileage
- Car Hire
- Car Parking Charges
- Miscellaneous Travel Expenses
- Taxis
- Rail/Train/Luas/Bus Tickets

The Department complies with the Department of Public Expenditure and Reform guidelines on official travel. The central aim of the Departmental travel policy is to minimise official travel costs and to achieve value for money for expenditure necessarily incurred, consistent with the effective discharge of official duties.



Right of Appeal

Should you wish to appeal this decision, you may do so in writing to the Freedom of Information Unit, Department of Foreign Affairs and Trade, 76-78 Harcourt Street, Dublin 2 or by email to foi@dfat.ie. A fee applies for an appeal for access to non-personal information; the level of this fee has been set at €30. For methods of payment, please contact FOI Unit at foi@dfat.ie, or 01-4082857.

You should make your appeal within 4 weeks (20 working days) from the date of this notification. However, the making of a late appeal may be permitted in appropriate circumstances. The appeal will involve a complete reconsideration of the matter by a more senior member of the staff of this Department.

Yours sincerely,

Peter O'Brien

Finance Division

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