

## Schedule of Payments

| Item   | Payment   |
|--|---|
| <b>External Assessment Fee</b><br>This fee includes: <ul style="list-style-type: none"> <li>Review = one to two days on site plus pre-review preparation, post review report drafting and submission.</li> <li>All incidental expenses incurred – meals, phone and other subsistence.</li> </ul>   | €840  |
| <b>Training Fee</b><br>This fee is inclusive of all incidental expenses incurred – meals, phone and other subsistence.   | Training activities will attract travel payments only. If required, accommodation will be booked and paid for by PHECC.   |
| <b>Travel (per km)</b>   | As per current Department Expenditure and Reform Circular regarding mileage and based on engine size Circular 06/2017.  |
| <b>Public Transport</b>  | Travel costs by train or bus will be paid once a valid receipt is submitted.  |
| <b>Travel from overseas</b> <ul style="list-style-type: none"> <li>Those travelling on official business for PHECC will use economy class travel including internet low-cost carriers' fares for short-haul flights.</li> <li>Cheaper restricted fares should be used where the travel is regular and predictable and changes to travel are unlikely to occur.</li> <li>Flexible economy fares should be used only where it can be shown that the flexibility provided, and the extra cost of the ticket are warranted compared to the potential cancellation cost of a restricted internet/economy ticket.</li> </ul> | <b>Reimbursement for overseas travel</b> <ul style="list-style-type: none"> <li>Airline tickets will be purchased directly by the QRP member.</li> <li>Flight prices are capped at €250 for a return flight.</li> <li>Reimbursement of overseas travel expenses must be vouched, and receipts included with invoice.</li> </ul> |
| <b>Notes</b><br>Payment will be processed through a third-party agent.<br>Assessors will be responsible for declaring their own income tax.  |   |