

**Manual of Administration**

<b>TOPIC:</b> Finance	<b>SUBJECT:</b> Meal Allowance	<b>Code: FN120</b>
		<b>Date of Issue: Dec 1994</b>
		<b>Revised: May 2006</b>
		<b>Page 1 of 1</b>

**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.