

WHAT AM I ENTITLED TO

If I have to use my own private car for work?

Under normal circumstances, expenses in respect of taking your private motor vehicle to work are not payable.

Expenses are usually payable in the same circumstances as an allowance in respect of travelling time. E.g. recall to duty or attending court on rest days. (in any case not if your period of recall to duty exceeds 6 hours) [1].

Any officer who is required to perform his normal period of duty in more than one period

Or

Who is recalled to duty between two normal periods of duty

And

Travels to AND from their home as a consequence of the above

Shall be entitled to claim reasonable travelling expense [2].

The Police Authority is entitled to fix a limit on the expense incurred in respect of travelling time [3].

Reasonable travelling expense in this force has been agreed as either the locally agreed transport rate or casual users mileage rate, for the actual miles travelled to a maximum of 50 miles (25 miles in each direction).

Where public transport is available, but not used by the officer, the rate payable shall be the locally agreed transport rate [4].

To qualify for payment officers should ensure their vehicle is appropriately insured [5].

- [1] **Regulation 22 Police (Scotland) Regs 2004 Annex E (5)(a)(i) and (ii)
Regulation 26 Police (Scotland) Regs 2004 Annex H (3)(i)(i)
PNB Independent Secretariat Letter dated 19th March 2004
FIB 25/04**
- [2] **Regulation 35 Police (Scotland) Regs 2004 Annex V 5(a)(i)(ii) and (b)**
- [3] **Regulation 22 (3)(a) Police (Scotland) Regs 2004**
- [4] **SHHD Circular No 2/1989**
- [5] **Regulation 34 Police (Scotland) Regs 2004 Annex U 1(b)**

Please note. These guides can only be guaranteed as accurate on the date shown. The principal source of reference on regulatory matters are the Police (Scotland) Regulations 2004. Issued by the Northern Joint Branch Board, Scottish Police Federation. 1st October 2004.