



# Travel—international

Parliamentarians are able to undertake international travel for official parliamentary business.

The costs that can be met are based on the reason for travel, any other conditions determined by the travel approver, and the PBR framework.

International travel is subject to the PBR Act principles of dominant purpose, value for money, conditions, good faith, and personal responsibility and accountability.

## Approval to travel

This is different depending on the type of travel and who is travelling.

**Travel by ministers and parliamentarians representing ministers** is approved by the Prime Minister, subject to guidelines produced by the Department of the Prime Minister and Cabinet.

**Travel by Presiding Officers and parliamentarians representing Presiding Officers** is approved by Presiding Officers subject to an annual budget of \$250,000 each. Should a Presiding Officer change during a financial year, the incoming Presiding Officer is limited to the balance of the annual budget.

**Parliamentary delegations** are approved by the Presiding Officers based on an annual program.

**Leader and other opposition parliamentarians' travel** is approved by the Leader of the Opposition, subject to an annual budget based on the cost of 4 around the world airfares.

**Leader and other minority party parliamentarians' travel** is approved by the leader of a minority party, subject to an annual budget based on the cost of 1 around the world airfare.

**Travel by a parliamentarian representing the government or Australia** is approved by the Prime Minister.

## Costs

Costs that can be met common to all travel:

- Travel at no higher than business class
- Unscheduled commercial transport within and between overseas countries
- Accommodation and meals
- Pre-travel medical expenses, such as vaccinations
- Emergency medical, dental or hospital expenses
- Laundry and dry cleaning.

Additional costs vary depending on the type of travel and who is travelling. Further information is available on the IPEA website at [ipea.gov.au/travel/parliamentarian-travel/international-travel](http://ipea.gov.au/travel/parliamentarian-travel/international-travel).

### Contacts

#### **IPEA Enquiries**

Phone: (02) 6215 3000

Email: [enquiries@ipea.gov.au](mailto:enquiries@ipea.gov.au)

#### **Department of the Prime Minister and Cabinet**

Phone: (02) 6271 5736

Email: [mintravel@pmc.gov.au](mailto:mintravel@pmc.gov.au)

#### **International and Parliamentary Relations Office (for parliamentary delegations)**

Phone: (02) 6277 4340

Email: [ipro@aph.gov.au](mailto:ipro@aph.gov.au)

#### **Travel Provider— Corporate Travel Management (CTM)**

Phone: 1800 187 584

Email: [ipea@travelctm.com](mailto:ipea@travelctm.com)

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## FOR ALL TRIPS

