

## **32. VEHICLE ALLOWANCE**

Approval required for use of private vehicle

- 32.1 A private vehicle will not be used for official purposes without the approval of the CEO.
- 32.2 The CEO may authorise the use of a private vehicle for official purposes provided that the CEO is satisfied that:
- (a) the use of the private vehicle in the circumstances is, or is likely to be, more economical than the use of an official vehicle;
  - (b) an official vehicle is not available for use and the use of the private vehicle is reasonable in the circumstances; and
  - (c) the employee has given a written indemnity that is signed and witnessed indemnifying the Territory against all claims that may arise due to the use of the private vehicle.
- 32.3 An authorisation under by-law 32.2 may be given in respect of the use of a private vehicle:
- (a) in the course of an employee's employment;
  - (b) to tow a caravan or trailer owned by the Territory, or to carry tools, goods or materials owned by the Territory, or to carry passengers who would otherwise be transported at the expense of the Territory; or
  - (c) for the purpose of travel where an employee is entitled to the cost of conveyance following employment, promotion or transfer.

Allowances for the use of private vehicle

- 32.4 Where the CEO has given approval under this by-law an employee may be paid an allowance at a rate determined by the Commissioner, in respect of each kilometre travelled.
- 32.5 Where the CEO has given approval under this by-law, an employee may be paid an additional allowance at a rate determined by the Commissioner, in respect of any one of the following:
- (a) passengers carried (regardless of the number of passengers);
  - (b) towing an agency's trailer or caravan; or
  - (c) carriage of an agency's tools, goods or equipment provided that the mass of the items carried exceeds 100 kilograms.