



**Government of Pakistan  
Finance Division  
(Regulations Wing)  
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No. F. 8(1) R-10/2011-309/III

Islamabad, the 3rd July, 2017

**OFFICE MEMORANDUM**

Subject: - **REVISION OF RATES OF DAILY ALLOWANCES ON OFFICIAL DUTY  
WITHIN THE COUNTRY**

The President has been pleased to sanction revision of daily allowances admissible to Government officers/officials, while on official duty within the country as under:-

BPS	Existing (Rs.)		Revised (w.e.f. 1 <sup>st</sup> July, 2017) (Rs.)	
	Ordinary Rates	Special Rates	Ordinary Rates	Special Rates
1-4	310	500	496	800
5-11	390	550	624	880
12-16	700	900	1120	1440
17-18	1250	1600	2000	2560
19-20	1550	2050	2480	3280
21	1750	2500	2800	4000
22	1750	3000	2800	4800

2. Specified stations for special rates as notified from time to time are Hyderabad, Karachi, Sukkur, Bahawalpur, DG Khan, Multan, Quetta, Sargodha, Sialkot, Lahore, Gujranwala, Rawalpindi, Islamabad, Faisalabad, Peshawar, Northern Areas, Muzaffarabad, & Mirpur AJ&K.

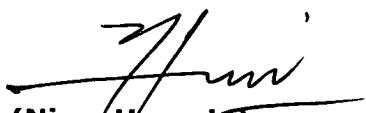
3. Daily allowance will be admissible only for the actual night(s) at the out-station for which daily allowance is claimed. Where night stop is not involved and if absence from Headquarters exceeds four hours, half daily allowance will be allowed.

4. The proposed rates shall not apply where 20 fixed DAs for operational duties are being paid with salary which will be admissible on existing rates.

5. Government servants upto BPS 1-19 may stay in Government Guest Houses, Public Sector Corporations, Rest Houses and Motels/Hotels (minus Five Star Hotels). They can claim actual room rent charges on production of receipts subject to maximum of three DAs in specified stations and one and half DA at non-specified stations. Where no hotel accommodation receipt is produced, the rate of accommodation charges will be admissible equivalent to two DAs in specified stations and one DA at non-specified stations.

6. Government servants in BPS-20 and above may stay in hotels and claim room rent charges on production of receipts, subject to a maximum of three DAs for specified stations and 1 ½ DAs on non-specified stations. Where no hotel accommodation receipt is produced, the rate of accommodation charges will be admissible equivalent to two DAs in specified stations and one DA at non-specified stations. If however, the room rent charges are in excess of the maximum ceiling aforementioned, the Government will pay fifty percent of the additional amount.

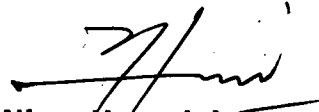
7. The earlier instructions issued by the Finance Division shall stand superseded and replaced by this Office Memorandum to the above extent.

  
(Nisar Hussain)  
Section Officer (R-10)

**All Ministries/Divisions/Departments**

Copy also forwarded for information to:-

1. President's Secretariat (Public), Islamabad.
2. President's Secretariat (Personal), Islamabad.
3. Prime Minister's Office (Internal), Islamabad.
4. Prime Minister's Office (Public), Islamabad.
5. National Assembly Secretariat, Islamabad.
6. Senate Secretariat, Islamabad.
7. Election Commission of Pakistan, Islamabad.
8. Supreme Court of Pakistan, Islamabad.
9. Federal Shariat Court, Islamabad.
10. Islamabad High Court, Islamabad
11. Auditor General of Pakistan, Islamabad.
12. Controller General of Accounts, Islamabad.
13. AGPR, Islamabad/Lahore/Peshawar/Karachi/Quetta.
14. Military Accountant General, Rawalpindi.
15. All Financial Advisors/Deputy Financial Advisors attached to Ministries/Divisions etc. and all officers of Finance Division.
16. Chief Accounts Officer, M/o Foreign Affairs, Islamabad.
17. Financial Adviser and Chief Accounts Officer, Pakistan Railway, Lahore.
18. All Chief Secretaries/Finance Secretaries of the Govt. of Punjab/ Sindh/ Khyber Pakhtunkhwa/ Balochistan/ Azad State of Jammu & Kashmir and Gilgit Baltistan.
19. Capital Development Authority, Islamabad.
20. Office of the Chief Commissioner, Islamabad.
21. Federal Public Service Commission, F-5/1, Agha Khan Road, Islamabad
22. Secretary, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
23. Pakistan Atomic Energy Commission, Islamabad.
24. Central Directorate of National Savings, Islamabad.
25. National Accountability Bureau, Islamabad.
26. Member (Finance), KRL, P.O. Box No.1384, Islamabad.
27. Intelligence Bureau, Islamabad.
28. Pakistan Mint, Lahore.
29. Director General Post Office, Islamabad.
30. Secretariat Training Institute, Islamabad.
31. Directorate General of Inspection & Training, Custom & Central Excise, 8<sup>th</sup> Floor, New Custom House, Karachi.
32. Earthquake Reconstruction & Rehabilitation Authority (ERRA), Prime Minister's Office (Public), Islamabad.
33. Federal Tax Ombudsman's Secretariat, Islamabad.
34. Web Administrator, Finance Division, Islamabad for uploading at Finance Division's website (i.e. www.finance.gov.pk).

  
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