

Government of Pakistan
FINANCE DIVISION
(Litigation Wing)


No.F.3(24)R-10/87

Islamabad, the 05th November, 2020

OFFICE MEMORANDUM

Subject:- **TERMS ADMISSIBLE TO CIVIL SERVANTS PROCEEDING ABROAD TO PARTICIPATE IN SEMINARS ETC.**

The undersigned is directed to refer to this Division's O.M.No.F.3(24)R-10/04/313/05, dated 16-06-2005, on the above subject and to clarify that the policy instructions contained in Finance Division's above referred O.M. is not applicable in case of desirable/fully funded trainings, seminar, symposia, international conferences, visits and programs etc. offered by donor agencies/countries, whatever its duration may be.


(Izhar Ahmad)
Deputy Secretary (R-1V)

All Ministries/Divisions

Copy to:-

- i. P.S to Finance Secretary.
- ii. P.S to all Additional Finance Secretaries, Finance Division.
- iii. P.S to J.S (HRM), Finance Division
- iv. Deputy Secretary (HRM), Finance Division
- v. Deputy Secretary (QA/PMDU), Finance Division
- vi. Web Administrator, Finance Division

Government of Pakistan
Finance Division
(Regulations Wing)

No.F.3(24)R.10/04/313/05

Islamabad, the 18 June, 2005.

Office Memorandum

Subject: TERMS ADMISSIBLE TO CIVIL SERVANTS PROCEEDING ABROAD TO PARTICIPATE IN SEMINARS ETC.

The undersigned is directed to refer to Finance Division's O.M. No.3(24)R.10/1987, dated 18.10.1987 on the above subject. The matter has further been reviewed and it has been decided that only in cases of visits abroad, where host government/agency does not provide adequate facilities on account of boarding/lodging or cash payment GOP will bear the difference as under:

Facility Offered	Government Subsidy
(1) Board plus lodging.	(1) 30% of the normal rate of daily allowance prescribed for the station concerned.
(2) Board plus lodging & cash payment.	(2) Nothing if cash payment is equal to 30% of normal rate of daily allowance or more. If cash payment offered is less than 30% of daily allowance, the difference between 30% and such cash payment.
(3) If only furnished accommodation is provided.	(3) 50% of the normal rate of daily allowance.
(4) Cash payment plus lodging but no board	(4) 50% of the normal rate of daily allowance less cash payment offered.
(5) Cash payment plus board but no lodging.	(5) 80% of daily allowance less cash payment offered.
(6) No board, or lodging or cash payment.	(6) Full daily allowance (as at present).
(7) Cash payment but no board or lodging	(7) Full daily allowance less cash payment offered.
(8) Free transport (normally to be met out of cash payment) with or without any other facility.	(8) 10% to be deducted from the admissible amount (as above) of daily allowance.

2. As a matter of policy Finance Division would not allow difference in air travel cost and 15% incidental charges whatsoever in such cases.

3. All previous instructions of Finance Division on the subject stand modified/amended to the extent of this O.M.

M. Sikandar Iqbal
(M. Sikandar Iqbal)
Deputy Secretary (R.IV)

All Ministries / Divisions etc.