

Government of Pakistan
FINANCE DIVISION
(Regulations Wing)

No.F.1(18)R-10/2025

Islamabad, the 21st March, 2025

OFFICE MEMORANDUM

Subject:- **RATE OF DAILY ALLOWANCE ADMISSIBLE TO THE OFFICIALS APPOINTED AGAINST SPECIAL PROFESSIONAL PAY SCALES**

The undersigned is directed to refer to the subject noted above and to state that following rates of Daily Allowance to the officials appointed on Special Professional Pay Scales (SPPS) during official tour/duty will be admissible:-

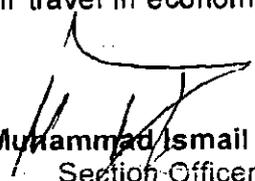
SPPS	Ordinary Station	Special Station
I - II	Rs. 3720	Rs. 4920
III - IV	Rs. 3000	Rs. 3840

2. Specified stations declared for Special Rates for drawing Daily Allowance (DA) are Hyderabad, Karachi, Sukkur, Bahawalpur, Rawalpindi, D.G. Khan, Multan, Quetta, Sargodha, Sialkot, Lahore, Gujranwala, Islamabad, Faisalabad, Peshawar, Gawadar, Northern Areas, Muzaffarabad & Mirpur AJ&K.

3. The 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. They can claim actual room rent charges on production of receipts subject to maximum of three Daily Allowance 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.

5. The TA shall be as admissible to the officials (BPS-17 and above) of the Federal Government. Officials in (SPPS I-IV) are entitled to air travel in economy class on official duty.


(Dr. Muhammad Ismail Hasni)
Section Officer (R-10)
Ph # 9245853

All Ministries/Divisions/Departments

Copy also forwarded for information to:-

1. President's Secretariat (Public), Islamabad.
2. President's Secretariat (Personal), Islamabad.

Dr. Muhammad Ismail Hasni
Section Officer
Finance Division
Government of Pakistan
Islamabad

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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 Joint Secretaries - Expenditures 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 Saving, 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, 8th 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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