

MODIFYING THE RATES OF ALLOWANCES FOR OFFICIAL LOCAL TRAVELS OF GOVERNMENT PERSONNELS OF THE MUNICIPALITY OF BULALACAO, ORIENTAL MINDORO IN ACCORDANCE WITH EXECUTIVE ORDER NO. 248, DATED MAY 29, 1995

Sponsored by: Hon. Prodigal G. Cabagay
Chairman: Committee on Finance, Budget & Appropriation

BE IT ORDAINED by the Sangguniang Bayan of Bulalacao, Oriental Mindoro:

SECTION 1. In order to provide the municipal government personnels with fairly reasonable means while on official local travels, the rates of allowances therefor, in accordance with Executive Order No. 248, dated May 29, 1995, are hereby modified as follows:

a) The travel expenses of government personnel regardless of rank and position shall be in the amount of Three Hundred Pesos (P300.00) per day divided into two (2) components: (i) Travel Allowance of Two Hundred Pesos (P200.00) which will cover the cost of meal, inland transportation and other incidental expenses; and (ii) Hotel Room/Lodging Rate at One Hundred Pesos (P100.00).

Claims for reimbursement of actual travel expenses in excess of Three Hundred Pesos (P300.00) above-prescribed for travel allowance and hotel room/lodging rate may be allowed upon certification by the Head of Agency concerned as absolutely necessary in the performance of an assignment and presentation of bills and receipts: Provided, That, for this purpose, certification of affidavit of loss shall not be considered as appropriate replacement for the required hotel room/lodging bills and receipts.

Full travel expenses shall be allowed only in cases of absence from the permanent official station for one (1) full day. In cases where such absence is for less than a full day the travel allowance shall be divided as follows:

a) When leaving the permanent official station before 12:00 noon shall be allowed the full amount of the travel expenses.

b) When leaving the permanent official station after 12:00 noon shall be allowed only one-half (½) of the amount of the travel allowance, and full amount for Hotel Room Lodging Rate.

c) When returning to the permanent official station before 12:00 noon shall be allowed one-half (½) of the amount of the travel allowance only.

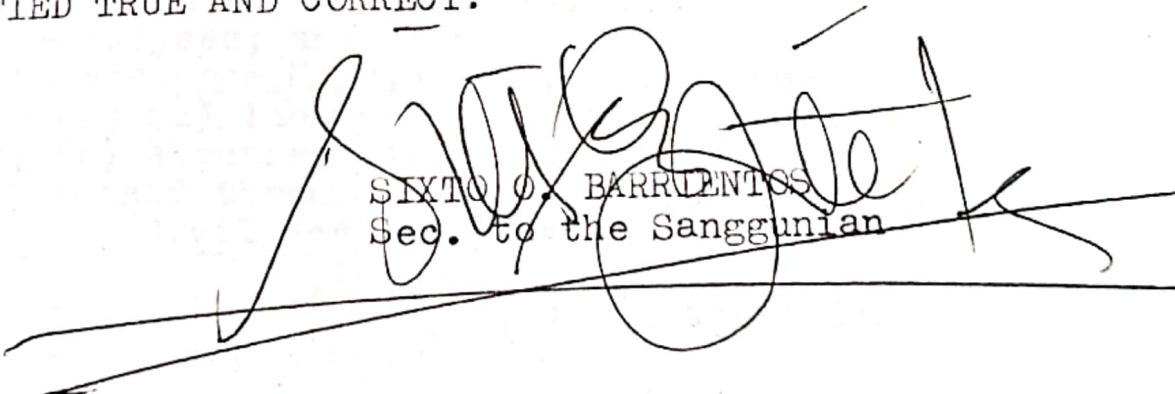
d) When returning to the permanent official station after 12:00 noon shall be allowed the full amount of the travel allowance only.

SECTION 2. The expenses authorized under this Ordinance shall, unless otherwise specified, be chargeable against the appropriations of the Office to which the official or employee concerned belongs.

SECTION 3. This Ordinance shall take effect immediately.

ENACTED this 10th day of July 1995.

CERTIFIED TRUE AND CORRECT:


SIXTO O. BARRIENTOS
Sec. to the Sanggunian