

H. B. No. 4346
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 S. No. 430

NOT TO BE PRINTED IN THE CITY OF MANILA

Fifth Congress
 of the
 Republic of the Philippines
 Third Session

Begun and held in the City of Manila on Monday, the twenty-seventh day of January, nineteen hundred and sixty-four

[REPUBLIC ACT No. 3847]

AN ACT TO REGULATE PAYMENT OF EXPENSES OF GOVERNMENT OFFICERS AND EMPLOYEES WHEN ON OFFICIAL TRAVEL WITHIN THE PHILIPPINES.

Be it enacted by the Senate and House of Representatives of the Philippines in Congress assembled:

SECTION 1. When an officer or employee is required to travel on official business outside of his permanent official station, he shall be entitled to *per diems* to cover his board and lodging which shall be fixed on the basis of salary in the rules and regulations to be issued pursuant to Section four of this Act: *Provided*, That such *per diems* shall not be below the minimum nor above the maximum as fixed herein:

Destination	Minimum	Maximum
Manila, Bacolod, Iloilo, Davao, Cebu and Baguio	P14.00	P20.00
Other chartered cities	12.00	16.00
Places other than cities	10.00	14.00

In addition, he shall be entitled to transportation in going to and coming back from his destination and to a daily allowance while in the field at the rate of five pesos a day in chartered cities and three pesos in all other places to cover his incidental transportation and other expenses.

SEC. 2. Before starting on a trip, the officer or employee shall prepare a detailed itinerary of travel which shall be submitted to the chief of the office or agency concerned for approval. Based on such approved itinerary, the officer or employee shall be paid in advance of the trip the corresponding *per diems*, transportation and allowance as provided above: *Provided*, That should there be any deviation in his itinerary or his travel cancelled or cut short, his *per diems* and allowances shall be adjusted and he shall refund or be paid the difference as the case may be.

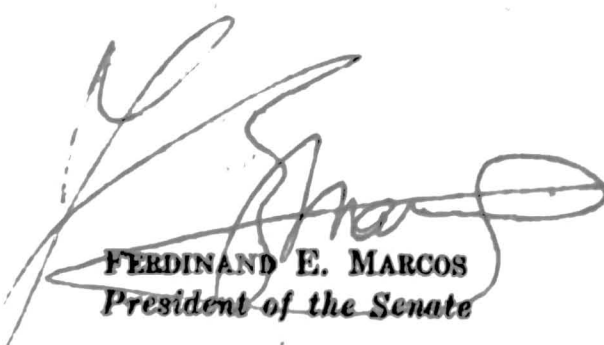
SEC. 3. No travel lasting more than thirty days shall be allowed unless approved by the Department Head concerned.

SEC. 4. The Auditor General shall promulgate the necessary rules and regulations to implement this Act.

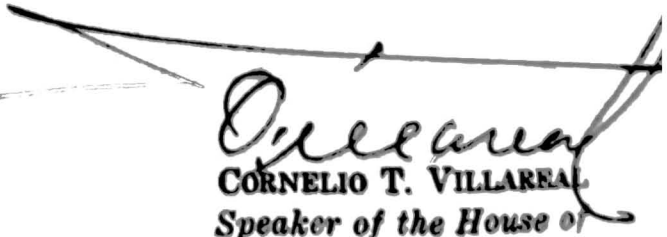
SEC. 5. Such provisions of Chapter four of the Administrative Code, Sub-sections 7-1(17), (18) and (19) of Commonwealth Act Numbered Two hundred forty-six, and all other laws or part of laws or executive orders as are inconsistent with this Act are hereby repealed or modified accordingly.

SEC. 6. This Act shall take effect upon its approval.

Approved,



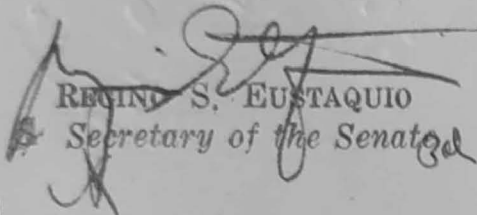
FERDINAND E. MARCOS
President of the Senate



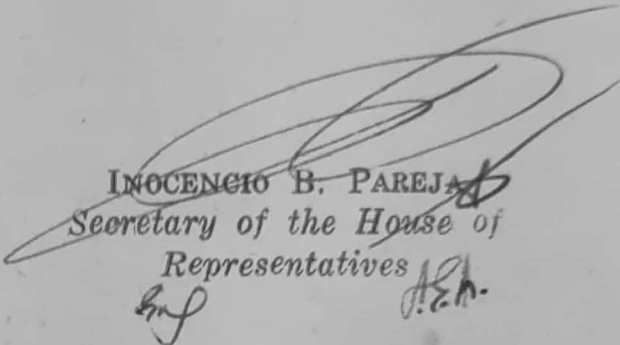
CORNELIO T. VILLAREAL
Speaker of the House of
Representatives

Finally passed by the Senate on
March 5, 1964.

This Act, which originated in
the House of Representatives, was
finally passed by the same on
May 23, 1963.

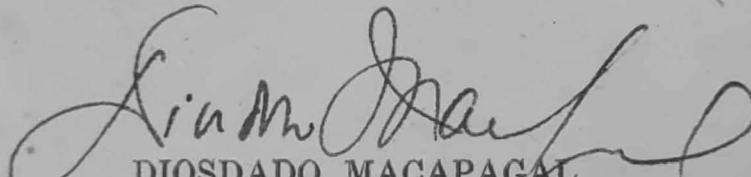


REGINO S. EUSTAQUIO
Secretary of the Senate



INOCENCIO B. PAREJA
Secretary of the House of
Representatives

Approved: APR 7 1964



DIOSDADO MACAPAGAL
President of the Philippines

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