



Government of Pakistan
Finance Division
(Regulations Wing)

No.F.7 (3) R-10/2023

Islamabad, the 6th August, 2023

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 st July, 2023) (Rs.)	
	Ordinary Rates	Special Rates	Ordinary Rates	Special Rates
1-4	496	800	744	1200
5-11	624	880	936	1320
12-16	1120	1440	1680	2160
17-18	2000	2560	3000	3840
19-20	2480	3280	3720	4920
21	2800	4000	4200	6000
22	2800	4800	4200	7200

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, Gawadar, 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 i.e. the rates on which the DAs were being drawn at the level on 30.06.2023.
5. Government servants upto BPS 1-19 may stay in Government Guest Houses, Public Sector Corporation, 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. For BS-20 and above, however, the room rent charges are in excess of the maximum ceiling aforementioned, the Government will pay fifty percent of the additional amount.

DR. TABATA SAHAR
Section Officer
Finance Division
Government of Pakistan
Islamabad

Contd.....P/2


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 The earlier instructions issued by the Finance Division shall stand superseded and replaced by this Office Memorandum to the above extent.


(Dr. Tayyaba Sahar)
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 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.


DR. TAYYABA SAHAR
Section Officer
Finance Division
Government of Pakistan
Islamabad


(Dr. Tayyaba Sahar)
Section Officer (R-10)



**Government of Pakistan
Finance Division
(Regulations Wing)**

No.F.7 (3) R-10/2023

Islamabad, the 6th August, 2023

OFFICE MEMORANDUM

Subject: - REVISION OF TRAVELLING AND MILEAGE ALLOWANCE

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

<u>TRANSPORTATION</u>	Existing Rates	Revised Rates (w.e.f 1st July, 2023 (Rs.))
i. Motor Car	Rs. 5/- per k.m.	Rs. 7.5/- per k.m.
ii. Motor Cycle/Scooter	Rs. 2.5/- per k.m.	Rs. 3.75/- per k.m.
<u>MILEAGE ALLOWANCE</u>		
i. Personal Car/Taxi	Rs. 10/- per k.m.	Rs. 15/- per k.m.
ii. Motor Cycles/Scooter	Rs. 4/- per k.m.	Rs. 6/- per k.m.
iii. Bicycle	Rs. 2/- per k.m.	Rs. 3/- per k.m.
iv. Public Transport	Rs. 2.50/- per k.m.	Rs. 3.75/- per k.m.
<u>TRAVEL BY AIR</u>	Admissible to Government servants in BPS-17 and above	No change
Carriage of personal effects on Transfer/Retirement	Rs. 0.02 per kg per km	Rs. 0.03 per kg per km

(Signature)
DR. TAYYABA SAHAR
Section Officer
Finance Division
Government of Pakistan
Islamabad

(Signature)
(Dr. Tayyaba Sahar)
Section Officer (R-10)

All Ministries/Divisions/Departments