



The policy has been revised to reflect the period of accounting for travel advance will be within 20 days from date of issue instead of 10 to 20 days from date of return. Also payroll deduction may result after 30 days of failure to file a travel claim. The policy was reformatted and edited for consistency, clarity and relevance in accordance with FAM 1040.

Approval of this Policy is within the scope of powers and duties entrusted to the Comptroller General in accordance with section 12(2) of the *Financial Administration Act* and FAM Policy 1042, Directive 4.4.

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