

EXECUTIVE BULLETIN

June 5, 1943

TO: ALL DEPARTMENTS, BOARDS, COMMISSIONS AND INSTITUTIONS

FROM: GOVERNOR ARTHUR B. LANGLIE

On March 30, 1943, an Executive Bulletin was issued regarding subsistence, lodging and mileage allowance for appointive officials and state employees engaged in official state business away from their designated posts of duty.

This bulletin stated in part:

"In view of the above circumstances and for the purpose of obtaining uniformity in the matter of travel expense allowances, all appointive department heads, boards, commissions and institutions are hereby directed to continue until June 10, 1943, the present method of vouchering actual expense for lodging and subsistence, except that during the period from April 1 to June 10, 1943, they may at their discretion authorize reimbursement for such actual expenses up to \$6.00 per day within the State of Washington and adjoining states, and \$8.00 per day elsewhere."

"During the period from April 1 to June 10, 1943, said department heads, boards, commissions and institutions may also authorize reimbursement at a mileage rate of not to exceed 5¢ per mile."

Please be advised that the method of reimbursement for traveling expenses quoted above will continue in force and effect after June 10, 1943, and until further notice.

This bulletin was issued after consultation with the State Auditor and vouchers drafted under the above outlined formula do not conflict with the Auditor's regulations.

ABL:o