



George Deukmejian, Governor

TO: PERSONNEL MANAGEMENT LIAISONS

REFERENCE CODE: MM 88-23
EFFECTIVE DATE: September 1, 1988
EXPIRATION DATE: Indefinite
DATE OF ISSUE: September 21, 1988

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

ACCOUNTING OFFICERS
EMPLOYEE RELATIONS OFFICERS
HOLDERS OF THE SUPERVISOR'S TRAVEL GUIDE

SUBJECT: Per Diem Allowances For the European Continent and England
(Replaces Management Memo 87-04-1)

This management memorandum regarding out-of-country per diem should be distributed to Accounting Officers.

The Department of Personnel Administration, after surveying the June 1988 U.S. Department of State's Indexes of Living Costs Aboard, has increased the per diem allowances (meals and incidentals) to \$80.00 per day for all locations in England and the European Continent. The State will also reimburse actual lodging costs, supported by receipts, in these locations.

Breakfast	\$12.00
Lunch	26.00
Dinner	37.00
Incidentals	<u>5.00</u>
Total	\$80.00

If you need any additional information regarding out-of-country per diem costs, please call Jan Sale at (916) 324-0439, ATSS 454-0439.


R. L. Rutherford, Manager
Personnel Services Branch