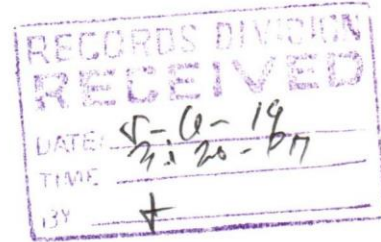




2 May 2019

**MEMORANDUM CIRCULAR NO. 52**

Series of 2019



**T O: All Concerned**

**R E: Revision on Internal Guidelines on Payment for Daily Traveling Expenses/Allowances**

In connection with OP Memorandum Circular No. 37, Series of 2019 dated March 29, 2019 specifically in claiming of meals, for those who are on travel. An employee is entitled to claim dinner if arrival to official station/residence is beyond 7 PM. This supersedes the previous circular which is 8 PM. This change is effective May 15, 2019.

For your information and guidance.

  
EDGARDO E. TULIN

President

