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ADMINISTRATIVE INSTRUCTION

To: Members of the Staff of the United Nations

Subject: APPROVED ROUTES OF TRAVEL AND RATES OF ALLOWANCES

In accordance with the agreement reached by the Consultative Committee on Administrative Questions at its last session, this instruction, effective 1 June 1953, revises Annex II of Administrative Instruction ST/AFS/AI/96 of 26 February 1953, showing the areas classified under group 2 and group 3 for travel subsistence allowance purposes.

ANNEX II
TRAVEL SUBSISTENCE ALLOWANCE RATES
(Effective 1 June 1953)

Applicable to	Group 1	Group 2	Group 3
Assistant Secretaries-General	\$20.00	\$16.00	
Principal Directors	15.00	12.00	
Staff members in the level of Second Officer and above	12.50	10.00	Special Minimum Rates
Staff members below the level of Second Officer	10.00	8.00	

Group 1 rates as shown in the above table shall apply for all areas other than those which are designated as belonging to Groups 2 or 3.

Group 2 rates as shown in the above table shall apply in the case of stop-overs of more than 24 hours in any of the following areas:

Austria	Lebanon
Australia	Libya
Bolivia	Luxembourg
Ceylon	Mexico
Chile	Netherlands
Denmark	New Zealand
Ecuador	Norway
Egypt	Paraguay
Eritrea	Syria
Ethiopia	Sweden
Germany	Switzerland
Greece	Union of South Africa
Iraq	United Kingdom, including the British Colonies and their sub-divisions (with the exception of the Bahamas, Hong Kong and Malaya)
Ireland	
Italian Somaliland	
Jordan	
Korea	Yugoslavia

(Note: The new areas added to Group 2 are: Bolivia, Chile, Ecuador, Germany, Greece and Switzerland, all previously in Group 1.)

Group 3

Special minimum rates are established for the areas indicated below.

Where Group 1 rates are higher, they shall apply in lieu of these special rates.

<u>Area</u>		<u>Minimum Rate</u>
Bahamas	1 December to 30 April	\$17.50
	1 May to 30 November	12.50
Burma		12.50
Cuba	15 December to 31 March	17.50
	1 April to 14 December	13.00
French Equatorial Africa*		20.00
Hungary		15.00
Japan		13.50 (a reduction from previous rate of \$16)
Pakistan		12.50
Philippines		15.00
Poland		Actual expenses not exceeding \$30
Saudi Arabia		14.00
Thailand		11.00
Venezuela		17.50
USSR		Actual expenses not exceeding \$30

* When not accommodated at government operated hotels

(Note: The new areas added to Group 3 are: Bahamas, previously in Group 2; French Equatorial Africa and Hungary, both previously in Group 1; Viet-Nam and Uruguay, which were formerly in Group 3, have been shifted to Group 1.)
