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1 GENERAL**101 PASSAGES NOT OF RIGHT**

Whenever an officer is granted a passage at Government expense it is for the purpose of carrying out a journey authorised by these regulations and does not convey any entitlement to a sum of money. Accordingly, the provision of passages by sea or by air from public funds and IN ANY PARTICULAR CLASS is not an absolute right nor can passages be commuted for cash. It follows that when passages in an appropriate class are not available an officer may be required to travel in a lower or higher class of accommodation. The difference in cost between the appropriate class of passages and the actual passages taken if the latter are less cannot be applied for any other purpose unless expressly stated in these General Orders.

102 CLASS OF TRAVEL BY SEA

Subject to the provisions of GO P101 an officer may be eligible to travel in the following classes:-

- (a) Deck and economy – Level 4 and below, including non-established workers.
- (b) Cabin and first class – Level 5 and above.

Amendment No. 01/07
Effective date: x/x/07

Amendment no. 172/79

2 LOCAL PASSAGES**201 APPLICATION**

This Section of General Orders shall apply to all locally engaged officers who are eligible for annual leave under GO J201 EXCEPT

- (a) officers eligible for passages by virtue of their husband's eligibility under this Section or under Section 8 of Special Conditions (formerly Chapter R of these Orders); or
- (b) officers whose terms of appointment exclude eligibility for passages.

Amendment No. 239/85

Amendment No. 25/86

202 ELIGIBILITY FOR PASSAGES

Officers are eligible for passage at Government expense within Solomon Islands.

- (a) on assumption of duty on first appointment for an officer on probation or on contract terms of service - between his or his spouse's home Island and his work station;
- (b) on annual leave once in a calendar year – between his work station and his or his spouse's home Island;
- (c) on retirement – between his work station and his home Island
- (d) on compassionate grounds – between his work station and his or his spouse's home Island in the event of the death or dangerous illness of his wife, child or immediate family member.
- (e) on any other occasion with the approval of the Permanent Secretary for the Public Service in each case.

Amendment No. 163/78

203 MEANS OF TRAVEL

1. Except as otherwise expressly stated, an officer will on the occasions mentioned in GO P202 be eligible to travel –
 - (a) by sea;
 - (b) by internal air transport at the discretion of the Responsible Officer where the public interest so justifies having regard to the requirements of the Service, the availability of sea passages and the saving of travel time:
- (c) by internal air transport when the passages is granted under GO P202 (d).
2. Whenever air passages are granted under paragraph 1 (b) or (c) of this Order, no additional air baggage charges shall be met by the Government.

204 LEAVE ELSEWHERE THAN ON THE OFFICERS'S HOME ISLAND

Where an officer spends his leave elsewhere than on his or his spouse's home Island passages at Government expense may be provided to his leave destination provided that the cost is limited to his passage entitlement for the return journey for himself and his family between his work station and his or his spouse's home Island by sea or the actual cost of passages whichever is the less.

205 FAMILY PASSAGES

1. Where an officer is eligible for passages under the provisions of GO P202 (a), (b) or (c) he shall also be eligible for similar passages for his wife and all his dependent children; i.e, own and/or legally adopted children.

PROVIDED that a married woman officer –

- (a) whose husband is not a public officer and is unemployed shall be eligible for passages for all her dependent children i.e., own and/or legally adopted children, and for her husband;
- (b) who is a widow or for other reasons legally recognised as femme sole shall be eligible for passages for all her dependent children, i.e. own and/or legally adopted children.

The application of 1(a) and (b) above will also apply to men.

2. Where an officer is permitted to attend a course of instruction outside Solomon Islands and is required to vacate Government quarters for the duration of the course, he shall be eligible for passages for his family up to his entitlement laid down in paragraph 1 above from his work station to his home Island and for passages to enable his wife and children to rejoin him on his return.

3. An officer's wife is eligible for a compassionate passage for herself from the officer's work station to her home Island in the event of death or dangerous illness of her child or mother or father.

4. Where an officer dies while at his work station his wife and all dependent children with the officer at the time of his death shall be eligible for passages at Government expense back to their home Island.

5. Provisions under (2), (3), and (4) also applies to women officers

Amendment No. 01/07
Amendment No. 239/85

206 REIMBURSEMENT OF PASSAGE COSTS

Where an officer or his family travel by air at the officer's expense on an occasion when he would qualify for sea passages at Government expense he may claim reimbursement up to the cost of the sea fares for the equivalent journey.

3 DUTY TRAVEL OVERSEAS**301 INTERNATIONAL TRAVEL**

International travel on duty will be undertaken in all instances by an appropriate means.

302 CLASS OF ACCOMMODATION

The class of accommodation for all officers traveling on duty outside Solomon Islands shall, save where the Permanent Secretary for the Public Service may specifically authorize otherwise in any particular case, be at the economy class rate.

Amendment No. 63/74
Amendment No. 239/85

304 OFFICER'S WIFE ACCOMPANYING

The wife of an officer may not travel with him at Government expense when he is traveling on duty unless the officer has the specific written authority of the Permanent Secretary for the Public Service after consultation with the Permanent Secretary (Finance). A wife's passage may be approved exceptionally where it is in the public interest that she performs a social function directly related to the officer's duties.

Amendment No. 239/85

305 OTHER DUTY TRAVEL

1. An officer travelling on duty outside Solomon Islands by air or surface transport may claim reimbursement of any expenses necessarily and actually incurred on such transport.
2. Where an officer is eligible under GO P302 for first class travel accommodation he may where such facilities are provided and used travel first class and claim reimbursement in full but not otherwise.
3. Expenses incurred on local bus, taxi, ferry or underground fares are not reimbursable under this Order. Such incidental expenses must be met from the daily subsistence allowance paid under GO F1201.

4 DUTY TRAVEL WITHIN SOLOMON ISLANDS**401 TOURING**

Officers traveling on duty within Solomon Islands shall normally do so by surface transport. An officer may travel by air at the discretion of the Responsible Officer when the public interest so justifies having regard to the requirements of the Service and the availability of sea transport.

Amendment No. 239/85

402 OFFICERS ON POSTING OR TRANSFER

Officers on posting or transfer within Solomon Islands, their wives and families, shall normally travel by surface transport. Where in the opinion of the Responsible Officer this would lead to unnecessary delay or expense, air passages for the officer, his wife and all dependent children i.e. own and or legally adopted children, may be authorised. Before authorising air passages under this Order Responsible Officer must have regard to cost and to the availability of shipping.

403 MEDICAL TREATMENT

1. An officer, his wife and dependent children shall be eligible for passages at Government expense for medical examination or treatment on the advice of a Government medical officer between the officer's station and the medical centre in Solomon Islands recommended for the examination or treatment.
2. The normal means of travel under paragraph 1 of this Order shall be by sea; save that on the advice of the doctor concerned or, in his absence, of the Health Officer air transport may be used.
3. Where a Government Medical Officer advises the medical treatment or examination of an officer's wife or child at a medical centre in Solomon Islands other than at the officer's work station the officer's wife and child will be eligible for return passages at Government expense between the officer's work station and the medical centre advised, for herself and any dependent children under 2 years up to a limit of 2 as well as for the sick child (if any).
4. When an officer's wife or child is granted a passage at Government expense under paragraph 3 of this Order and it is necessary for them to be accommodated in a rest house or hotel, the officer may claim reimbursement for the accommodation charges incurred. Hotel charges will only be reimbursed when rest house accommodation was not available.
5. The cost of passages under this Order shall be borne by the officer's Ministry.

Amendment No. 63/74
Amendment No. 239/85