

immediately find suitable unfurnished accommodation at his new post, he will be allowed storage charges for furniture up to the limits specified in (a) above, for a reasonable period.

Comment

The storage under (b) may be at his new post or his old post. The period allowed will not ordinarily exceed three months

(c) Where an officer has been given a rent allowance for furnished accommodation or where his official residence, though furnished, has not been completely equipped, he will be allowed the cost of transporting by an approved route and method of transport any essential articles of furniture which are not included in the furniture provided

(d) Where an officer is leaving his post on retirement on pension or when an officer serving abroad dies, the cost of transporting his furniture to the United Kingdom or place of retirement by an approved route and method of transport will be allowed up to the limits as to quantity specified in (a) above, and up to the limits as to cost of the transport to London.

(e) Where the officer is being moved in the circumstances indicated in paragraph 3, and in the comment to paragraph 4, no allowances can be claimed under this paragraph.

16 Where an officer serving abroad is, at the time of his transfer to a new appointment, in possession of furniture at his old post and is not granted an allowance for transferring his furniture to his new post under paragraph 15 (a) above, the officer will, at his option, be allowed (unless the transfer is made in the circumstances indicated in paragraph 3 or in the comment to paragraph 4) either the cost of removing the furniture to London up to the limits of the quantity of furniture specified in 15 (a), or the cost (up to the limits as to cost of the transport of the furniture to London) of storing the furniture up to these limits as to quantity

Comment

If the officer is subsequently transferred to another post abroad in circumstances where he may be allowed the cost of removing his furniture to this post, he is then eligible to apply for the cost of removing his furniture under paragraph 15 (a) from London or the place abroad where he stored it, as the case may be. If he retires on pension or dies and his furniture has been stored abroad under paragraph 16, application may be made for the cost of removing his furniture to London under paragraph 15 (d)

17.—(a) Where an allowance is granted for the purpose of removing furniture under paragraphs 15 (a) or (d) or 16, or of removing essential articles of furniture under paragraph 15 (c) or of removing heavy baggage under paragraph 14, the reasonable cost of insuring during transit will also be allowed up to the limits specified in (b) below

Comment

Only the premium to cover the additional risks on removal will be allowed. No allowance for insurance will be given in so far as the risk is covered by the contract of removal and therefore covered by the allowances for removal

(b) the limits referred to in (a) of this paragraph are —

(i) Where an allowance for the removal of furniture has been given under paragraph 15 (a)

The total value of all insured property shall not exceed—

	£
In the case of married officers	1,000
In the case of unmarried officers	500

(ii) Where an allowance for the removal of essential articles of furniture has been given under paragraph 15 (c).

The total value of all insured property shall not exceed—

	£
In the case of married officers	750
In the case of unmarried officers	400

(iii) Where an allowance for the removal of personal effects only has been given under paragraph 14

The total value of all insured property shall not exceed—

	£
In the case of married officers	350
In the case of unmarried officers	200

REGULATION No 6

RENT ALLOWANCE

1 A member of Branch D of the Foreign Service serving abroad at a post at which furnished accommodation is not provided will receive a rent allowance sufficient in the opinion of the Secretary of State to enable him to defray the cost of renting suitable furnished accommodation, excluding services and other tenant's charges. Alternatively, in special cases approved by the Secretary of State an officer may be provided with a rent allowance sufficient to enable him to defray the cost of renting suitable unfurnished accommodation, excluding services and other tenant's charges, in which cases, under the provisions and within the limits of paragraph 15 (a) of Regulation No 5 he is entitled to claim the cost of transporting his own furniture to his post

Comment

The Ministry of Works regulations regarding Government property will apply in all cases where Government furniture is provided. No charge will be made for the use of Government furniture

2 The rent allowance becomes payable from the date when an officer arrives at his post unless he is granted a subsistence allowance, in which case it becomes payable when this allowance terminates. Subject to paragraph 4 below, rent allowance ceases to be payable on the date on which the officer leaves his post on termination of his appointment

3 A member of Branch D who is unable to find suitable accommodation immediately on arrival at his new post abroad may be allowed to claim, for a period not normally exceeding 28 days, in lieu of foreign and rent allowances, a subsistence allowance at the rates specified in paragraph 12 of Regulation No 5 for himself and for each member of his family for whom fares are payable from public funds

4 Where an officer who has been granted a rent allowance is transferred to another post otherwise than at his own request and can show that he has been unable to dispose of the lease of his residence, he will be allowed to claim, as compensation for the rent for which he is liable, a sum which shall not exceed the rent allowance previously granted to him, for a period which will be determined by the Secretary of State, but which will not exceed three months except in special cases

5 An officer who has been granted a rent allowance shall not receive that allowance during the periods of authorised absence unless the Secretary of State is satisfied that he has not been able to sub-let

Comment

Officers who rent accommodation must furnish a certificate from the Head of the Diplomatic Mission or the Superintending consular officer—as the case may be—that they have made the most economical arrangements consistent with their rank and requirements. They must themselves defray any additional expenditure which may be caused by maintaining larger or more expensive establishments than are necessary. They must also endeavour to obtain a clause (known as a "diplomatic clause") in the lease enabling them to terminate it at short notice in the event of transfer before its expiry

REGULATION No. 7

LANGUAGE ALLOWANCE

1 A language allowance of £10 a year will be payable to any officer of Branch D of the Foreign Service who is certified by the Head of the post to possess a knowledge (colloquial or otherwise) for ordinary purposes of the language (other than English) in current use in the country in which the officer holds a post

2 This allowance may be increased to £20 a year to any officer who is certified by the Head of the post to possess a knowledge (colloquial or otherwise) for ordinary purposes of the following languages, and who occupies a post in the country where the language in which he is proficient is in current use —

Amharic	Finnish	Polish
Arabic	Hungarian	Russian
Bulgarian	Japanese	Serbo-Croatian
Chinese	Modern Greek	Siamese
Czechoslovak	Persian	Turkish

Comment

(1) Language allowances are subject to income tax