

CHAPTER 231.

AN ACT to amend 15.18 (1) (c) 3. and to create 20.07 (17) of the statutes, relating to payment in advance of traveling expenses for state employes and making appropriations.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 15.18 (1) (c) 3. of the statutes is amended to read:
15.18 (1) (c) 3. Include receipts for all items of expenditure * * * in excess of \$1.50, unless other satisfactory evidence is accepted by the auditing officer.

SECTION 2. 20.07 (17) of the statutes is created to read:
20.07 (17) ADVANCEMENT OF STATE EMPLOYEE TRAVEL EXPENSE. There is appropriated from the respective funds from which state employes' and state officers' travel expenses are paid a sum sufficient to be allotted by the emergency board to the various state agencies upon application by such agencies, to be used as a contingent fund for the payment in advance of an individual's estimated monthly travel expense and final adjustment of the advance of actual monthly travel expense. The emergency board shall determine the amount to be allotted to each state agency upon the basis of the monthly amounts normally expended by such agency for travel expense. The amount allotted to each state agency shall be deposited in a separate account in a public depository to be designated by the emergency board, and shall be known as the "travel expense contingent fund." Payment of travel advances and adjustments of the advance to actual monthly travel expense shall be made by check drawn by the head of each state agency or his designated agent without the necessity of being first submitted to the department of budget and accounts for approval and audit. No advance shall be made unless the estimate exceeds \$50, in which case the advance shall not exceed 75 per cent of the estimate. From time to time each state agency, pursuant to rules and regulations prescribed by the director of budget and accounts, shall file claim for reimbursement on a sworn voucher which shall be accompanied by the actual travel expense accounts for payment of which reimbursement is claimed. No such claim may be submitted for travel advances but only for the travel expense actually incurred. After approval of such claim by the director of budget and accounts, the director shall draw his warrant against the proper appropriation or appropriations of each state agency in the amount approved and payable to the "travel expense contingent fund" which shall be reimbursed thereby the total amount lawfully paid therefrom. If the head of the state agency or his designated agent shall pay any bill which is subsequently disapproved by the director of budget and accounts as unlawful and unauthorized, he shall, within 10 days after notification by the director of budget and accounts, personally make good such unlawful or unauthorized payment. All moneys received in reimbursement for payments made from the travel expense contingent fund shall be deposited to the credit of said account and are added to this appropriation. Each state agency shall be required to execute and file a surety bond in such sum as the emergency board may require, guaranteeing the faithful discharge of duties and obligations under this section, the premium to be paid out of the proper appropriation for each of said state agencies. Any check drawn against the travel expense contingent fund which is not paid within 2 years of the date of its drawing because of inability to locate the drawee or his failure to submit same for payment, after the bank has been requested to stop payment, shall be treated as a canceled check and added to the checking account balance. A check for the amount so added shall be drawn in favor of the state treasurer and deposited in the respective originating state fund. If the person entitled to a check so canceled presents a satisfactory claim therefor to the state agency, said state agency shall direct the director of budget and accounts to draw a warrant in payment of such claim and charge same to a sum sufficient appropriation for the repayment of canceled checks as provided in section 14.50 of the statutes.

Approved May 17, 1951.