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**Registered - Return Receipt Requested**



WIRE

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Attention:



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Subject : Amendment No. 4  
Contract No. DA-128

Gentlemen:

By this Amendment No. 4 to the captioned contract, delete in its entirety Paragraph (c) of Article 5 on Page 13 of the Schedule, beginning with "Transportation Expenses" and ending with "prior to claiming the travel as an item of cost", and substitute in lieu thereof the following:

The cost of necessary travel and subsistence will be reimbursable to the Contractor at actual cost or on a per diem basis consistent with the Contractor's standard policy for the labor category concerned provided that such expense is chargeable directly to this contract in accord with the Contractor's established method of distributing such expenses.

(1) Travel proposed to overseas destinations, and to symposiums, conferences and other similar meetings for which reimbursement may be claimed hereunder, shall be submitted in advance to the Contracting Officer for approval. In the event that time will not permit the Contractor to obtain advance approval, a report of the travel accomplished shall be submitted to the Contracting Officer for ratification prior to claiming the travel as an item of cost.

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(ii) Travel within the continental limits of the United States (this does not include the states of Alaska and Hawaii) does not require the prior approval of the Contracting Officer provided the travel is authorized and performed in accordance with the Contractor's regular established policies and practices and that if in the performance of travel, other business not solely related to this contract is conducted, the Contractor shall provide the costs as applicable. Travel performed under this subparagraph shall be subject to review and determination as to the allowability of the costs thereof by the Contracting Officer.

(iii) In connection with the approval of travel covered in (i) and (ii) above, the Contractor shall set forth in detail the purpose, dates, modes and points of travel, and the number of employees performing such travel.

If this Amendment is acceptable to you, please indicate your concurrence of the foregoing by signing this letter and the enclosed three copies thereof in the space provided below. Retain one copy for your files and return the original and two copies to the undersigned at the earliest practicable date.

Very truly yours,

*17*

Contracting Officer

ACTION ACCORD AND ACCEPTED THIS

*9<sup>th</sup>* DAY OF *Nov.* 19 *51*

TITLE *Assoc. Sec.*

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