Chapter 292

1957 REPLACEMENT PART

Payment of Salaries and Expenses of State Officers and Employes

PROCEDURE FOR PAYMENT OF SALARY AND EXPENSES OF STATE OFFICERS AND EMPLOYES

292.010 State officers and employes generally; circuit court judges; district attorneys
292.014 Definitions
292.016 Centralized payroll procedure; may be used in lieu of other procedures
292.018 Designation of agent
292.022 Preparation of payroll
292.024 Audit of payroll; warrant for aggregate amount allowed
292.026 Issuing payroll checks
292.028 Use of mechanical device to sign checks
292.032 Filing paid checks; unpresented checks
292.033 Advances of terminal salary or wages
292.034 Payment for use of centralized payroll services
292.036 Rules and regulations
292.038 Paying employes of state institutions
292.039 Paying officers and employes of Department of Higher Education, Oregon Technical Institute, industrial accident and unemployment compensation commissions, Public Utility Commissioner, Oregon Liquor Control Commission and state fish hatcheries
292.040 Bond of payroll officer
292.045 Deduction of United Fund contribution; payment to United Fund
292.050 Deduction of cost of contracts for medical, hospital and other services; payment to contracting agency
292.060 Deduction of cost of group life insurance; payment to insurance company
292.070 Withholding compensation to purchase United States War Savings Bonds or other obligations; Employes' War Savings Account; exemption from garnishment, attachment or execution
292.080 Issuance of bonds; delivery to employe
292.090 Balances may be used to purchase bonds in advance
292.100 Refunds from account
292.110 Procedure where employe dies having credit in account
292.150 Advances upon mileage allowances of members of legislature and upon salaries of legislative clerks and other state employes
292.160 Repayment of amounts advanced

SUBSISTENCE AND MILEAGE ALLOWANCES FOR TRAVEL BY STATE OFFICERS AND EMPLOYES

292.210 Definitions and application of ORS 292.220 and 292.230
292.220 Department of Finance and Administration to regulate subsistence and mileage allowances for travel
292.230 Travel outside state at public expense by state officers and employes of state agencies; letter of authorization required
292.250 Rate of reimbursement for use of privately-owned motor vehicle on official business
292.260 Audit or allowance of claim for excessive rate prohibited
292.280 Advance for expenses of travel and subsistence
292.283 Persons authorized to make advances
292.286 Approval of advance by agency head
292.289 Assignment of accrued salary
292.292 Withholding amount of assignment from salary; payment to official making advance
292.295 Deposit of amount withheld from salary
292.298 Travel Revolving Account

SALARIES AND EXPENSES OF PARTICULAR STATE OFFICERS AND EMPLOYES

292.313 Governor, Secretary of State, State Treasurer, Attorney General, Superintendent of Public Instruction, Commissioner of Labor
292.315 Supreme Court Justice
292.316 Governor, Secretary of State, State Treasurer and Attorney General to pay fees and commissions into treasury; biennial report
292.317 Salary ranges for certain nonelective state officials
292.318 Alteration of salaries within ranges specified for nonelective officials; salary for positions formerly under ORS 292.317
292.319 Nonelective officials to be charged for any maintenance furnished
292.320 Assistant Secretary of State
292.322 Chief Deputy State Treasurer
292.324 Deputy Attorney General
292.334 Superintendent of State Police
292.344 Commanding general of the Oregon National Guard
292.350 Secretary-treasurer of Board of Barber Examiners
292.354 Special labor examiners

PENALTIES

292.990 Penalties

CROSS REFERENCES

Appropriation necessary before withdrawal from State Treasury, Const. Art. IX, § 4; see 291.232 to 291.260
Compensation plans for employes in exempt, unclassified or classified service, 240.233 to 240.245
Hours and overtime for labor directly or indirectly employed by public agencies, 279.334 to 279.342; S.J.R. No. 36, Forty-sixth Legislative Assembly
Including list of persons rendering professional or other services and their compensation in biennial and other reports by state agencies, 291.570
Payment of salary due deceased state employe, 291.526 to 291.530
Payment of salary while on temporary duty in Armed Forces, 408.290
Unclaimed property held for owner by public officer or agency, 98.336, 98.302 to 98.436
Unemployment compensation, 657.020, 657.065, 657.505
When compensation not allowed by state agency for services of attorney, 180.230

PROCEDURE FOR PAYMENT OF SALARY AND EXPENSES OF STATE OFFICERS AND EMPLOYES

Designation of officer to approve voucher claims, 291.472
Furnishing state employes with itemized statement of amounts and purposes of deductions, 652.610
Furnishing state employes with statement of yearly compensation, 652.620
Paying employes of State Highway Department, 366.160, 366.440
Paying employes of State Public Welfare Commission, 411.245
Payroll for State Printing Section, 282.100
Payroll vouchers for employes in classified civil service to bear certification that such employes appointed and employed pursuant to State Civil Service Law, 240.150

292.010

Salaries of circuit court judges, 3.060, 21.120, 21.240
Salaries of district attorneys and deputies, 8.740, 8.760, 8.780 to 8.810

292.030

Including list of persons rendering professional or other services and their compensation in biennial and other reports, 291.570

292.033

Appropriation credited to Joint Payroll Account for purposes of ORS 292.033, 1957 c.93 §3

292.040

Allowance for expense of bond, 747.110
Bond not invalidated by omission of statutory provision, 747.190
Bond of superintendent of institution, 179.350

292.060

Deduction of premiums for group life insurance for State Police and penitentiary employes, 243.060

292.070

Making and filing rules and regulations, Ch. 183

292.150

Compensation of members of Legislative Assembly, Const. Art. IV, § 29; 171.071
Making and filing rules and regulations, Ch. 183

292.220

Making and filing rules and regulations, 183.010 to 183.060; 291.014
Travel and expense allowances and use of privately owned vehicles, 291.004(9), 291.718

292.230

Making and filing rules and regulations, 183.010 to 183.060; 291.014

292.250

Mileage allowance of State Board of Examiners in Optometry, 683.270
Mileage allowance of State Board of Textbook Commissioners, 337.020
Use of privately owned vehicles, 291.718

292.313

Salary provisions, Const. Art. XIII, § 1

292.315

Compensation to be fixed by law and not diminished during term, Const. Art. VII (A), § 1
Deductions from salary, for retirement fund, 1.360
Fees, judges not to receive, Const. Art. XIII, § 1

292.317

Administrator, Forest Protection and Conservation Committee, 527.292
Auditor of highway commission, salary, 366.140
Counsel and assistant counsel of highway commission, salaries, 366.130
Deputy Corporation Commissioner, 56.015
Deputy State Engineer, 536.035
Director of Department of Planning and Development, 184.130
Director of education program for Klamath Indians, salary, 343.620
Health Officer, State, additional compensation as secretary of State Chiropodists' Examining Board, 682.180
Highway Engineer and assistants, salary, 366.145
Industrial Accident and Unemployment Compensation Commissioners' salaries, 656.404, 657.605
Insurance Commissioner, 736.505
Legislative Counsel, 173.200
Motor Vehicles, Director of Department of, salary, 481.930
Naturopathic Board of Examiners, compensation of secretary, 685.190
Parks Superintendent, State, salary, 366.180
Potato Administrator, salary, 579.140
Secretary to Board of Control, compensation, 179.080
Secretary to highway commission, salary, 366.135
State Forester, 526.020
State Printer, salary, 282.080
Superintendents of state institutions, salaries, 179.340
Superintendent of State Police, with approval of Governor, to fix salary of deputy, 181.220
Supreme Court Reporter, compensation, 8.220
Wheat Administrator, salary, 578.120

292.322

Deputy State Treasurer, salary for service as secretary of the State Bond Commission, 291.602

292.342

Additional pay allowed, 397.255

292.344

Additional pay allowed, 397.255

PROCEDURE FOR PAYMENT OF SALARY AND EXPENSES OF STATE OFFICERS AND EMPLOYES

292.010 State officers and employes generally; circuit court judges; district attorneys. (1) The salaries of the Governor, Secretary of State, State Treasurer, Attorney General, judges of the supreme and circuit courts, district attorneys, and all other state officers, and all persons employed by the state whose salary or compensation is payable by law out of the State Treasury, shall be paid monthly, on or before the fifth day of each month, out of the State Treasury, upon warrants drawn by the Secretary of State.

(2) This section shall not apply where a provision of law provides for the payment of the salaries of the officers and employes of any state institution or department through the medium of a monthly payroll.

292.014 Definitions. As used in ORS 292.014 to 292.036:

(1) "Authorized employe deductions" includes all authorized deductions made from the salary and wages of an officer or employe of a state agency.

(2) "Director" means the Director of the Department of Finance and Administration.

(3) "Salaries and wages" means payments to officers and employes of a state agency for services rendered other than on a fee basis. [1955 c.495 §1]

292.016 Centralized payroll procedure; may be used in lieu of other procedures. (1) The salaries and wages of the officers and employes of any state agency whose salaries and wages are payable out of the State Treasury may be paid through the medium of monthly payrolls as provided in ORS 292.014 to 292.036.

(2) The procedure provided in ORS 292.014 to 292.036 may be used in lieu of any other procedure provided by law for payment of the officers and employes of a state agency through the medium of a monthly payroll. [1955 c.495 §2]

292.018 Designation of agent. The chief administrative officer of any state agency electing to use the procedure provided by ORS 292.014 to 292.036 shall designate the Director of the Department of Finance and Administration as an agent to act for him under ORS 292.014 to 292.036. The designation shall be in writing signed by the chief administrative officer of the state agency and filed with the Secretary of State. The designation shall remain in effect until the chief administrative officer of the state agency revokes it by written notice to the Secretary of State. [1955 c.495 §3]

292.020 [Renumbered 292.038]

292.022 Preparation of payroll. (1) Each month the chief administrative officer of the state agency electing to use the procedure provided in ORS 292.014 to 292.036 shall cause to be prepared one or more monthly payrolls in the form prescribed by the Director of the Department of Finance and Administration.

(2) The payroll shall be certified as correct by the chief administrative officer of the state agency or by the officer designated pursuant to ORS 291.472 to approve voucher claims for the state agency.

(3) After the requirements of ORS 240.150 have been met, the payroll in a form acceptable to the Secretary of State shall be transmitted to the Secretary of State for audit. [1955 c.495 §4]

292.024 Audit of payroll; warrant for aggregate amount allowed. After he audits a payroll submitted under ORS 292.022, the Secretary of State shall draw a warrant for the aggregate amount allowed of the payroll. The warrant shall be drawn on the State Treasurer in favor of the Director of the Department of Finance and Administration. The director shall deposit all such warrants with the State Treasurer, to be held in a special account to be designated as the Joint Payroll Account. [1955 c.495 §5]

292.026 Issuing payroll checks. (1) After depositing the warrant in the Joint Payroll Account, the director shall issue checks in the proper amount. The checks shall bear his signature, be drawn on the State Treasurer and be payable from the Joint Payroll Account. The checks shall be issued to:

(a) The officers and employes of the state agency who are entitled to receive payments under the payroll as allowed by the Secretary of State.

(b) The persons, public or private, entitled to receive the authorized employe deductions under the payroll as allowed by the Secretary of State.

(2) Checks issued under paragraph (b) of subsection (1) of this section may be for the aggregate amount due under the payroll

to the person, public or private, entitled to receive the money. The director may, where monthly payments are not required, issue checks less frequently than monthly to the persons, public or private, entitled to receive payments under paragraph (b) of subsection (1) of this section. [1955 c.495 §6]

292.028 Use of mechanical device to sign checks. The director may use any mechanical equipment or device to affix his signature to any check drawn on the State Treasurer under ORS 292.026. The State Treasurer shall not refuse to honor any such check when presented for payment merely because the signature has been so affixed. [1955 c.495 §7]

292.030 [Amended by 1953 c.347 §3; renumbered 292.039]

292.032 Filing paid checks; unpresented checks. Checks issued under ORS 292.026, after having been paid, shall be filed with the chief administrative officer of the state agency. Unpresented checks shall be treated as are unpresented checks under ORS 291.510 to 291.514. [1955 c.495 §8]

292.033 Advances of terminal salary or wages. (1) As used in this section:

(a) "State agency" means a state agency which has elected to use the procedure provided in ORS 292.014 to 292.036.

(b) "Terminal salary or wages" means the salary or wages payable to an officer or employe who is terminating his office or employment with the state and includes cash payments made in lieu of accrued vacation time.

(2) Where a state agency does not have an alternative procedure for advances of terminal salary or wages, the Director of the Department of Finance and Administration may make advances of terminal salary or wages to an officer or employe of a state agency by check drawn on the Joint Payroll Account. The provisions of ORS 292.028 and 292.032 apply to such checks. The director shall require the officer or employe to whom the advance is made to execute an assignment of his terminal salary or wages in the amount of the advancement. The assignment shall be made to the Director of the Department of Finance and Administration. The assignment shall have priority over any other claims against the terminal salary or wages owed to the officer or employe by the state. The director shall withhold the amount specified in the assignment from the terminal salary or wages payable to such officer or employe, and the amount so withheld shall be credited to the Joint Payroll Account in payment of the advance made under this section. [1957 c.93 §2]

292.034 Payment for use of centralized payroll services. A state agency electing to use the procedure provided by ORS 292.014 to 292.036 shall pay, as provided in ORS 291.658, for the expense of the services (including labor), facilities and materials furnished by the Department of Finance and Administration under ORS 292.014 to 292.036. [1955 c.495 §9]

292.036 Rules and regulations. The director may prescribe such rules and regulations as are necessary to carry out the provisions of ORS 292.014 to 292.036. [1955 c.495 §10]

292.038 Paying employes of state institutions. (1) As used in this section, "state institutions" means:

Oregon State Hospital.
Eastern Oregon State Hospital.
Oregon State Penitentiary.
Oregon Fairview Home.
MacLaren School for Boys.
Oregon State Tuberculosis Hospital.
Eastern Oregon Tuberculosis Hospital.
Oregon State School for the Blind.
Oregon State School for the Deaf.
Hillcrest School of Oregon.

(2) At the end of each month the executive heads of all state institutions shall cause a payroll to be made. The payroll shall show the name of each person employed, the capacity in which such person is employed, the rate of salary or wages and the amount due. Upon receipt of the payroll, duly certified to by the executive officer, the Secretary of the Oregon State Board of Control shall examine the payroll. The Board of Control, if the payroll is found correct and regular, shall approve the payroll and present it to the Secretary of State, who shall audit the payroll and draw a warrant upon the State Treasurer in favor of the executive head, in payment of the payroll, in the same manner as other warrants are drawn for the payment of claims against the state. [Formerly 292.020]

292.039 Paying officers and employes of Department of Higher Education, Oregon Technical Institute, industrial accident and unemployment compensation commissions,

Public Utility Commissioner, Oregon Liquor Control Commission and state fish hatcheries. (1) The payment of the salary or compensation of the officers, teachers, instructors, and other employes of the Department of Higher Education, employes of the state fish hatcheries, the Oregon Technical Institute, State Industrial Accident Commission, State Unemployment Compensation Commission, the Public Utility Commissioner and Oregon Liquor Control Commission, where such salary or compensation is payable out of the State Treasury and is fixed by law or the proper governing board or authority at a definite rate per day, week, month or year, shall be made monthly, as provided in this section.

(2) The superintendent or president of the institutions, boards or commissions listed in subsection (1) of this section, or such other officer thereof as may be, with the approval of the Secretary of State, designated by the proper governing board or authority, shall, at the end of each month, make out, certify to and transmit to the Secretary of State, a payroll, duly verified by him and approved by the proper auditing committee or officer, showing the names of the several officers and employes during the preceding month, the rate of compensation of each by the day, week, month or year, the time employed, the amount due and any other facts the Secretary of State requires. The Secretary of State, if he approves the payroll, shall draw a warrant on the State Treasurer for the aggregate amount allowed by him thereon, in favor of the superintendent, president or other officer of the institution, board or commission, who shall immediately pay over the moneys received thereon to the several parties entitled thereto, taking receipts therefor, which shall be transmitted to the Secretary of State.

(3) All institutions, boards or commissions, whose officers or employes are paid monthly as provided in this section, shall, in the annual or biennial reports to the Governor or the legislature, give the names of all officers, teachers, instructors or other employes so paid, with the rate of compensation and the gross amount paid each during the period covered by the report. [Formerly 292.030; amended by 1957 c.482 §1]

292.040 Bond of payroll officer. Before the executive head of any institution listed in ORS 292.038, or the superintendent, president or other officer of an institution, board or commission listed in ORS 292.039, forwards a payroll or receives from the Secretary of State a warrant issued thereon, he shall file in the office of the Secretary of State a bond running to the State of Oregon, for the benefit of whomsoever it may concern, in such sum and amount as the Secretary of State may require, not less, however than 50 percent of the probable aggregate amount of the monthly payroll nor more than $50,000, with an approved surety company as surety. The bond shall be conditioned that he will faithfully pay over the moneys received by him on the warrant issued by the Secretary of State to the several parties entitled thereto, and properly account for the same. The premium on the bond shall be considered an expense of the state and payable from any funds appropriated for the benefit of the institution, board or commission. [Amended by 1953 c.95 §2]

292.045 Deduction of United Fund contribution; payment to United Fund. (1) As used in this section, "United Fund" means the organization conducting the single, annual, consolidated effort to secure funds for distribution to agencies engaged in charitable and public health, welfare and service purposes, which is commonly known as the United Fund, or the organization which serves in place of the United Fund organization in communities where an organization known as the United Fund is not organized.

(2) Any state official authorized to disburse funds in payment of salaries or wages of state officers or employes is authorized, upon written request of the state officer or employe, to deduct each month from the salary or wages of the officer or employe the amount of money designated by the officer or employe for payment to the United Fund. The moneys so deducted shall be paid over promptly to the United Fund designated by the officer or employe. Subject to any regulations prescribed by the Secretary of State, the state official authorized to disburse the funds in payment of salaries or wages may prescribe any procedures necessary to carry out this section. [1955 c.255 §1]

292.050 Deduction of cost of contracts for medical, hospital and other services; payment to contracting agency. (1) The Secretary of State or other state official authorized to disburse funds in payment of salaries and wages of employes of any department, institution or commission is authorized to deduct a portion of the salaries

or wages of the employes of such department, institution or commission to pay the cost of contracts of such employes or contracts on their behalf for medical, surgical, hospital and related services and supplies, upon receiving written authorization from each employe from whose wages or salary a deduction is made if the agency contracting to provide such services and supplies is authorized by law to enter into such a contract.

(2) The Secretary of State or other state official authorized to disburse funds in payment of salaries and wages shall not be required to deduct such moneys for more than one such contract in any one department, institution or commission.

(3) The money deducted shall be paid over promptly to the agency, in accordance with the terms of the contract.

292.060 Deduction of cost of group life insurance; payment to insurance company. (1) Any state official authorized to disburse funds in payment of salaries or wages of employes of any department, institution or commission of this state, is authorized, upon the written request of the employes of such department, institution or commission, to deduct from such salaries or wages the amounts of money designated by such employes for payment of the cost of group life insurance contracts made and entered into by such employes or in their behalf with a life insurance company authorized by law to do business in this state.

(2) The money so deducted shall be paid over promptly by the state official to the insurance company in accordance with the terms of the contract.

(3) The state official shall not be required to make such deductions for more than one group life insurance contract in respect of any one department, institution or commission.

292.070 Withholding compensation to purchase United States War Savings Bonds or other obligations; Employes' War Savings Account; exemption from garnishment, attachment or execution. (1) As used in ORS 292.070 to 292.110:

(a) "Compensation" means salaries and wages.

(b) "State employes" means state officers and employes, including minors.

(2) The Secretary of State, pursuant to such rules and regulations as he may promulgate, is authorized, with the approval of state employes, to withhold from their compensation sums with which to purchase for them United States War Savings Bonds or other obligations of the United States of America and to deposit such sums with the State Treasurer in a trust account entitled Employes' War Savings Account. The account shall be subject to withdrawal, in whole or in part, upon the check or written order of the Secretary of State, or of such persons as may be deputized by him, for the purposes provided in ORS 292.070 to 292.110. The account, with its component items, shall be exempt from garnishment, attachment or execution under the laws of this state.

292.080 Issuance of bonds; delivery to employe. (1) The Secretary of State shall maintain a record of all deductions made from the compensation of employes under authority of ORS 292.070. When sufficient funds have accumulated to the credit of an employe to permit of the issuance to him of a United States War Savings Bond or other federal obligation of the kind and in the denomination desired by the employe, the Secretary of State shall issue or procure the bond or other obligation purchased by the employe.

(2) All such bonds or other obligations issued by the Secretary of State in behalf of the Federal Government shall be:

(a) Forwarded to the purchasing employe by the Secretary of State by mail in envelopes furnished by the Federal Government; or

(b) Delivered by the Secretary of State to the board, department, commission or other state agency by which the purchaser is employed, for redelivery to the employe.

292.090 Balances may be used to purchase bonds in advance. Balances to the credit of the Employes' War Savings Account may be used for the purchase in advance, from the Federal Government or from any federal reserve bank or other authorized federal agency, of war savings bonds or other obligations of the Federal Government, either in blank or in inscribed form, in convenient denominations to meet the requirements of the purchasers thereof.

292.100 Refunds from account. The Secretary of State may make refunds from the Employes' War Savings Account, of the uninvested amounts therein, of employes' salary deductions.

292.110 Procedure where employe dies having credit in account. (1) If a state employe dies having moneys to his credit in the Employes' War Savings Account, the moneys shall be paid to the co-owner or beneficiary named in the employe's payroll allotment authorization for the purchase of such bonds or obligations. If no co-owner or beneficiary is designated therein, then, if the employe is married, the moneys shall be paid or refunded to the employe's surviving spouse, or, if the employe is unmarried, to a next of kin.

(2) Uncashed refund checks or orders issued and delivered to state employes before death, may be paid to the like parties in the order named, upon indorsement of the checks or orders by such parties in the name of the deceased payee and individually.

292.120 [Repealed by 1955 c.316 §4]

292.130 [Repealed by 1955 c.316 §4]

292.140 [Repealed by 1955 c.316 §4]

292.150 Advances upon mileage allowances of members of legislature and upon salaries of legislative clerks and other state employes. (1) The State Treasurer is authorized, under such rules as he shall promulgate, to make cash advances in payment of mileage allowances of members of the Legislative Assembly, and in payment of earned wages and salaries of clerks and employes thereof, and of state employes during sessions of the Legislative Assembly and in emergency cases, pursuant to assignments executed by payees in favor of the State Treasurer.

(2) Wages and salaries of clerks and employes of the Legislative Assembly shall be so advanced only pursuant to certificates, showing the amount of salary earned and unpaid, signed by the chief clerk of the branch of the Legislative Assembly with which the party receiving the advance is identified and by the Secretary of State or his duly authorized representative.

(3) The amounts of earned wages and salaries of state employes shall be so advanced only if payable solely from appropriations made by the Legislative Assembly, and then only upon vouchers approved by the proper state officer, board or commission, as the case may be.

292.160 Repayment of amounts advanced. (1) The amounts advanced by the State Treasurer under ORS 292.150 shall be repaid to the State Treasurer through warrants issued by the Secretary of State in payment of properly approved vouchers.

(2) The State Treasurer, as assignee of the parties to whom such advances have been made, is authorized to:

(a) Verify the vouchers.

(b) Indorse, as assignee, the warrants drawn in favor of the parties to whom the advances have been made, or to such parties and to the State Treasurer as assignee jointly.

(c) Reimburse, from the proceeds of the warrants, the funds or accounts from which the advances have been made.

292.170 to 292.200 [Reserved for expansion]

SUBSISTENCE AND MILEAGE ALLOWANCES FOR TRAVEL BY STATE OFFICERS AND EMPLOYES

292.210 Definitions and application of ORS 292.220 and 292.230. As used in ORS 292.210 to 292.230, unless the context otherwise requires:

(1) "State agency" means every state officer, board, commission, institution, branch or agency of the state government, whose costs are paid wholly or in part from funds held in the State Treasury.

(2) "State officer" means any elected or appointed state officer, including members of boards and commissions. [Amended by 1953 c.623 §3]

292.220 Department of Finance and Administration to regulate subsistence and mileage allowances for travel. The amounts and nature of subsistence allowances for travel, and the rate of mileage allowance for travel by private automobile, payable by state agencies, shall be established and regulated by the Department of Finance and Administration, within any limits that may be prescribed by statute. The department shall prescribe by regulation the conditions under which allowances for travel by private automobile may be made.

292.230 Travel outside state at public expense by state officers and employes of state agencies; letter of authorization required. No state officer or employe of a state agency shall be reimbursed for travel expenses for out-of-state travel, nor shall any state agency incur any obligation for

such travel, unless a letter of authorization for such travel has been issued by the Department of Finance and Administration prior to the making of the travel or the incurring of the obligation. The issuance of such letters of authorization shall be based upon the department's determination of the propriety, legality and necessity of the proposed travel. The amounts allowable for out-of-state travel expenses shall be governed by regulations prescribed under ORS 292.220. For the purposes of this section, all travel from a point of origin in Oregon to a point of destination in another state, and return therefrom, constitutes out-of-state travel.

292.240 [Repealed by 1953 c.623 §3]

292.250 Rate of reimbursement for use of privately-owned motor vehicle on official business. (1) No officer or employe of the state, or of any branch, department, board, commission, bureau, institution or other agency thereof, shall be reimbursed by the state for the use on official business of a privately-owned motor vehicle at a rate to exceed seven cents per mile. Reimbursement shall be paid only for distances actually traveled and trips made in the performance of official duties.

(2) The rate prescribed in subsection (1) of this section shall be deemed to be in full compensation for all and every expense, charge or liability incurred through the use of the privately-owned motor vehicle, including the cost of gasoline, oil, repair parts, depreciation, taxes, insurance and maintenance and upkeep of every kind and nature.

(3) No law enacted before August 2, 1951, allowing the recovery by an officer or employe of the state of necessary and reasonable traveling expenses incurred in the performance of official duties shall be construed to authorize payment by the state for the use of a privately-owned motor vehicle on a basis in excess of the rate provided in subsection (1) of this section.

292.260 Audit or allowance of claim for excessive rate prohibited. The Secretary of State shall not audit and allow any claim for reimbursement for the use of a privately-owned motor vehicle in the transaction of state business which is computed at a rate greater than seven cents per mile.

292.270 [Reserved for expansion]

292.280 Advance for expenses of travel and subsistence. Notwithstanding ORS chapters 291 and 292, any officer or employe of any state agency may receive an advance for approved necessary expenses of travel and subsistence arising out of his official duties or employment, in the manner provided in ORS 292.283 to 292.292. [1955 c.765 §1]

292.283 Persons authorized to make advances. The advance referred to in ORS 292.280 shall be made in accordance with the procedure provided in ORS 292.286 and 292.289 by:

(1) If the state agency by which the officer or employe requesting the advance is employed has a revolving fund or account which may be used for travel and subsistence expenses, the official of the agency authorized to disburse such revolving fund or account from such revolving fund or account.

(2) If the state agency by which the officer or employe requesting the advance is employed has no revolving fund or account which may be used for travel and subsistence expenses, the Secretary of State from the Travel Revolving Account created by ORS 292.298. [1955 c.765 §2]

292.286 Approval of advance by agency head. (1) Any officer or employe of a state agency who desires a cash advance for the expenses of travel and subsistence arising out of his official duties or employment shall file a written request for the approval of such advance with the administrative head of the state agency by which he is employed. No advance shall be approved for a greater amount than the amount of salary and wages accrued to such officer or employe on the date the request for an advance is filed.

(2) The administrative head of the state agency by which the officer or employe requesting the advance is employed shall forward a copy of his written approval to:

(a) The official authorized to disburse the revolving fund or account of such agency if such agency has a revolving fund or account which may be used for travel and subsistence expenses.

(b) The Secretary of State if such agency does not have a revolving fund or account which may be used for travel and subsistence expenses. [1955 c.765 §3]

292.289 Assignment of accrued salary. Upon the receipt of written approval from the administrative head of the state agency by which the officer or employe requesting the advance is employed, the official authorized to disburse the revolving fund or ac-

count of such agency or the Secretary of State, as the case may be, shall:

(1) Cause the officer or employe requesting the advance to execute two copies of an assignment of his accrued salary and wages in the amount of the advance requested. Such assignment shall have priority over any other claims against the wages and salary owed to such employe by the state agency by which he is employed. The assignment shall be made to:

(a) The state agency if the advance is to be made from the revolving fund or account of such agency.

(b) The Secretary of State if the advance is to be made from the Travel Revolving Account created by ORS 292.298.

(2) Issue his warrant or check for the amount of the advance upon the execution of the assignment.

(3) Forward one copy of the assignment to the official charged with issuing payroll warrants or checks for the state agency by which the officer or employe who received the advance is employed. [1955 c.765 §4]

292.292 Withholding amount of assignment from salary; payment to official making advance. Upon receipt of a copy of the assignment executed pursuant to ORS 292.289, the official charged with issuing payroll warrants or checks for the state agency by which the officer or employe who received the advance is employed shall:

(1) Withhold the amount specified in the assignment from the salary and wages paid to such officer and employe and record the amount withheld in the payroll records.

(2) Issue his warrant or check for the amount withheld pursuant to subsection (1) of this section, payable to the official who made the advance under subsection (2) of ORS 292.289. [1955 c.765 §5]

292.295 Deposit of amount withheld from salary. Upon receipt of the warrant or check issued pursuant to subsection (2) of ORS 292.292, the official who made the advance under subsection (2) of ORS 292.289 shall deposit the proceeds of the warrant or check to the credit of the fund or account from which the advance was made. [1955 c.765 §6]

292.298 Travel Revolving Account. There hereby is created in the General Fund in the State Treasury an account to be known as the Travel Revolving Account. All moneys in such account hereby are continuously appropriated to the Secretary of State for the purposes of ORS 292.280 to 292.298. [1955 c.765 §8]

292.300 [Reserved for expansion]

SALARIES AND EXPENSES OF PARTICULAR STATE OFFICERS AND EMPLOYES

292.310 [Repealed by 1953 c.307 §4]

292.312 [Repealed by 1953 c.307 §4]

292.313 Governor, Secretary of State, State Treasurer, Attorney General, Superintendent of Public Instruction, Commissioner of Labor. The incumbents of each of the several elective offices of this state and positions herein named shall be entitled to receive and shall be paid an annual salary on a monthly basis, the sum hereinafter set forth, to wit:

(1) Governor, $17,500 per annum plus $400 per month regularly for expenses necessarily incurred but not otherwise provided for.

(2) Secretary of State, $12,500.

(3) State Treasurer, $12,500.

(4) Attorney General, $12,500.

(5) Superintendent of Public Instruction, $11,500.

(6) Commissioner of Labor, $11,500. [1953 c.307 §1; 1955 c.706 §1; 1957 c.578 §1]

292.314 [Repealed by 1953 c.307 §4]

292.315 Supreme Court Justice. The annual salary of each justice of the Supreme Court shall be $16,000, payable monthly. [1953 c.517 §1; 1955 c.529 §1; 1957 c.685 §1]

292.316 Governor, Secretary of State, State Treasurer and Attorney General to pay fees and commissions into treasury; biennial report. All fees and commissions of any kind, name or nature collected by the Governor, Secretary of State, State Treasury or Attorney General for any service performed by him by virtue of his office or collected by him by virtue of his office, shall be paid into the State Treasury on or before the tenth day of the month following the collection thereof, accompanied by an itemized statement of the services for which the same were collected. Each of such officers shall, in his biennial report, set forth a statement of all moneys so collected and paid over to the State Treasurer. [Amended by 1953 c.307 §4]

292.317 Salary ranges for certain nonelective state officials. Notwithstanding any other provision of law, effective July 1, 1957, the incumbents of the various state offices and positions named in this section shall be paid an annual salary, on a monthly basis, equal to the minimum amount set forth in this section after the designation of the respective offices or positions, unless such salary is or has been altered as prescribed in ORS 292.318.

	Position	Min.	Max.
(1)	State Health Officer	$12,000	$14,500
(2)	Public Utility Commissioner	10,000	12,500
(3)	Director of Department of Finance and Administration	10,000	12,500
(4)	Superintendent of Oregon State Hospital	13,000	15,200
(5)	Superintendent of Eastern Oregon State Hospital	12,500	14,700
(6)	Superintendent of Fairview Home	12,000	14,200
(7)	Superintendent of Eastern Oregon Tuberculosis Hospital	12,000	14,200
(8)	Superintendent of Oregon State Tuberculosis Hospital	12,000	14,200
(9)	Liquor Control Administrator	10,000	12,500
(10)	Public Welfare Administrator	9,000	11,000
(11)	State Tax Commissioners (3)	9,000	10,500
(12)	State Forester	9,000	11,000
(13)	Director of Agriculture	8,000	9,500
(14)	State Engineer	9,000	11,000
(15)	State Police Superintendent	9,000	11,000
(16)	State Industrial Accident and Unemployment Compensation Commissioners (3)	9,000	10,500
(17)	Executive Secretary of Public Employes' Retirement Board	9,000	10,500
(18)	Warden of Penitentiary	12,000	13,300
(20)	Director of Department of Motor Vehicles	9,000	10,000
(21)	Insurance Commissioner	8,000	10,000
(22)	Superintendent of Banks	8,000	10,000
(23)	Clerk of State Land Board	7,200	8,500
(24)	Corporation Commissioner	8,000	10,000
(25)	Real Estate Commissioner	7,200	8,500
(26)	Adjutant General	7,500	9,000
(27)	State Librarian	7,500	10,000
(29)	Unemployment Compensation Administrator	7,500	10,000
(31)	State Fisheries Director	7,500	9,500
(32)	Director of Veterans' Affairs	8,000	10,000
(34)	Director of Department of Geology and Mineral Industries	8,000	9,500
(35)	Labor Examiner, Division of Labor Elections	4,000	8,000
(36)	Secretary of the Board of Control	7,200	9,000
(37)	Director of Parole and Probation	7,200	8,500
(38)	Administrator of Potato Commission	6,500	7,500
(39)	Director of Civil Defense	6,500	7,500
(40)	Superintendent of School for the Deaf	9,000	10,500
(41)	Superintendent of MacLaren School for Boys	9,000	10,500
(42)	Superintendent of School for the Blind	9,000	10,500
(43)	Superintendent of Hillcrest School	9,000	10,500
(44)	Director of Aeronautics	6,000	7,500
(45)	Executive Secretary of Oregon State Fair Commission	6,000	7,500
(47)	Administrator, Commission for the Blind	6,000	7,500
(49)	Administrative Officer of State Soil Conservation Committee	5,000	7,200
(50)	Executive Secretary of Oregon State Board of Nursing	4,500	6,000
(51)	Secretary of State Board of Cosmetic Therapy Examiners	3,600	4,800

Position	Min.	Max.
(52) Executive Secretary of State Board of Accountancy	3,000	4,200
(53) State Highway Engineer	12,300	16,000
(54) Administrator of Wheat Commission	8,500	10,000
(55) Director of Oregon Technical Institute	8,000	11,000
(56) State Game Director	9,000	10,500
(57) Administrator of Forest Protection and Conservation Committee	7,500	10,500
(58) Secretary of Oregon Dairy Products Commission	7,000	8,000
(59) Secretary of State Board of Engineering Examiners	4,200	5,700
(60) Executive Secretary of State Board of Dental Examiners	4,200	5,700
(61) Secretary of Water Resources Board	7,500	9,500
(62) Secretary of Oregon Racing Commission	4,000	6,000
(63) Executive Secretary of Board of Medical Examiners	4,200	5,700
(64) Secretary-Treasurer of Board of Barber Examiners	3,600	4,800
(65) Superintendent of F. H. Dammasch State Hospital	12,500	14,700
(66) Superintendent of Oregon State Correctional Institution	11,500	12,800

In no case shall an incumbent of a state office or position named in this section, by reason of the minimum limit prescribed by this section, be paid less than the monthly salary he is receiving on June 30, 1957. The setting forth in this section of a minimum and maximum annual salary for any office or position is not intended to create such office or position, but only indicates the minimum and maximum salary for any office or position if otherwise created. [1953 c.542 §1; 1955 c.705 §1; last sentence enacted as 1955 c.705 §5; 1957 c.486 §1; sentence before last sentence enacted as 1957 c.486 §2]

292.318 Alteration of salaries within ranges specified for nonelective officials; salary for positions formerly under ORS 292.317. (1) Within the minimum and maximum limits prescribed by ORS 292.317, the annual salary of the incumbent of an office or position named in ORS 292.317 may from time to time be altered upon the appointing authority's filing in the office of the Secretary of State written notification, approved by the Governor, or in the case of offices or positions under the control of the Secretary of State, State Treasurer, State Board of Control or State Land Board, approved by such officer or agency, specifying the salary to be paid. The salary specified in such notification shall be the annual salary for the office or position therein named beginning with the first day of the month next following the filing of such notification and until subsequently altered pursuant to this section.

(2) The respective appointing authorities, subject to any applicable statute, hereby are authorized to determine the salary for any office or position the salary for which was set forth in ORS 292.317 before such section was amended by section 1, chapter 705, Oregon Laws 1955, or before such section was amended by section 1, chapter 486, Oregon Laws 1957. [1953 c.542 §2; subsection (2) enacted as 1955 c.705 §6; 1957 c.486 §3]

292.319 Nonelective officials to be charged for any maintenance furnished. In the case of all officials enumerated in ORS 292.317, where maintenance is furnished by the state, such officials shall be charged for such maintenance a sum to be fixed by the State Board of Control. [1953 c.542 §3]

292.320 Assistant Secretary of State. Subject to ORS 292.317 and 292.318, the compensation of the Assistant Secretary of State shall be fixed by the Secretary of State. [Amended by 1953 c.542 §5]

292.322 Chief Deputy State Treasurer. Subject to ORS 292.317 and 292.318, the compensation of the Chief Deputy employed by the State Treasurer shall be fixed by the State Treasurer. [Amended by 1953 c.542 §5]

292.324 Deputy Attorney General. Subject to ORS 292.317 and 292.318, the compensation of the Deputy Attorney General shall be fixed by the Attorney General. [Amended by 1953 c.542 §5]

292.326 [Repealed by 1953 c.307 §4]

292.328 [Repealed by 1953 c.307 §4]

292.330 [Repealed by 1953 c.517 §4]

292.332 [Repealed by 1953 c.382 §4]

292.334 Superintendent of State Police. Subject to ORS 292.317 and 292.318, the compensation of the Superintendent of State Police shall be fixed by the Governor. [Amended by 1953 c.542 §5]

292.336 [Repealed by 1953 c.542 §5]

292.338 [Repealed by 1953 c.68 §19]

292.340 [Repealed by 1953 c.542 §5]

292.342 [Repealed by 1955 c.705 §7]

292.344 Commanding general of the Oregon National Guard. For the services described in ORS 397.105 the commanding general of the Oregon National Guard, in lieu of the pay and allowances of his grade, shall receive pay in the sum of $6,000 per year. When on field training duty with troops and when conducting inspections of personnel or installations requiring absence from his home station, he shall receive the pay and allowance of his grade therefor, the total number of days of such duty not to exceed 60 days in any one calendar year. When such commanding general also performs the duties of Adjutant General he shall receive no additional compensation therefor.

292.346 [Repealed by 1953 c.25 §2]

292.348 [Amended by 1955 c.705 §2; repealed by 1957 c.486 §5]

292.350 Secretary-treasurer of Board of Barber Examiners. Unless otherwise provided by ORS 292.317, the secretary-treasurer of the Board of Barber Examiners shall receive $400 per month. [Amended by 1955 c.705 §3]

292.352 [Repealed by 1953 c.542 §5]

292.354 Special labor examiners. Each special examiner appointed pursuant to ORS 662.700 shall be paid a per diem of $35, and his necessary expenses, while so engaged. [1953 c.723 §11; 1955 c.705 §4; 1957 c.486 §4]

292.356 to 292.980 [Reserved for expansion]

PENALTIES

292.990 Penalties. (1) The provisions of subsection (1) of ORS 291.990 shall apply to ORS 292.220 and 292.230 the same as such provisions apply to the sections enumerated in paragraph (e) of subsection (1) of ORS 291.990.

(2) If any of the officers mentioned in ORS 292.316 fails to pay over to the State Treasurer any and all moneys collected by virtue of his office, he shall be deemed guilty of embezzlement, and shall be punished accordingly.

CERTIFICATE OF LEGISLATIVE COUNSEL

Pursuant to ORS 173.170, I, Sam R. Haley, Legislative Counsel, do hereby certify that I have compared each section printed in this chapter with the original section in the enrolled bill, and that the sections in this chapter are correct copies of the enrolled sections, with the exception of the changes in form permitted by ORS 173.160 and other changes specifically authorized by law.

Done at Salem, Oregon, on December 2, 1957.

Sam R. Haley
Legislative Counsel

CHAPTER 293

[Reserved for expansion]