

{date} **ALL DIRECT – HIRE AMERICANS AND EFMs** {mgt\_number}

**SUBJECT:  Post Allowance (COLA) Change**

Effective {effective\_date}, Post Allowance (COLA) for Embassy Gaborone has changed from **{old\_cola}%** to **{new\_cola}%**. Changes to Post Allowances are based on currency exchange rate information reported to the Office of Allowances as of the first Thursday of the Pay Period.

Current and historic COLA rates can be found on the Office of Allowance’s publicly available website: <https://aoprals.state.gov/Web920/cola.asp>

THIS IS THE DEFAULT TEMPLATE

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