No.CSB-4[1055]/2017-BS

Date: 03rd April 2018

CIRCULAR


A copy of the Government of India, Ministry of Finance, Dept. of Expenditure, New Delhi OM NO.19030/1/2017-E.IV dated 01st February 2018 & 13th March 2018 with regard to Time-limit for submission of claims for Travelling Allowances issued by the Deputy Secretary to Govt. of India, Ministry of Finance, New Delhi, which is self explanatory, is enclosed herewith for necessary action. The above contents may please be circulated among the Units functioning under their control.

This issues with the approval of the Competent Authority.

[CA. MANOHARAN A]  
JOINT DIRECTOR [FINANCE]

Encl: as above.

To

✓ CSB Website for uploading Comp. Section
परिपत्र

विषय: यात्रा भत्ता लियम - सातवें केंद्रीय वेतन आयोग के कार्यान्वयन के संबंध में।

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उप सचिव, भारत सरकार, वित्त मंत्रालय, नई दिल्ली द्वारा जारी यात्रा भत्ता के दाये के प्रस्तुतीकरण के लिए समय सीमा से संबंधित भारत सरकार, वित्त मंत्रालय, व्यय विभाग, नई दिल्ली के का.जा.सं.19030/1/2017-ई.वै. दिनांक 01 फरवरी, 2018 एवं 13 मार्च, 2018 की प्रति, जो स्पष्ट है, आवश्यक कार्यवाही हेतु इसके साथ संलग्न है। उपरोक्त विषय वस्तु को आपके नियंत्रणाधीन कार्यरत इकाइयों के बीच परिचालित किया जाए।

यह सक्षम प्राप्तिकारी के अनुमोदन से जारी किया जाता है।

(सीए.मनोहरन ए.)
संयुक्त निदेशक (वित्त)

संलग्न: यथोपरि।

सेवा में,

केरेब्रो वेबसाइट में अपलोड करने के लिए
OFFICE MEMORANDUM


Consequent upon the issuance of this Department’s O.M. of even number dated 13.07.2017 regarding implementation of recommendations of 7th CPC on Travelling Allowance (TA), various references are being received in this Department seeking clarification regarding admissibility of Daily Allowance (DA) in case Govt. employee avails free boarding and lodging.

2. The 6th CPC had changed the old concept of Daily Allowance by introducing reimbursement of Hotel Accommodation, Food Bill and Taxi Charges on production of vouchers for the same. Since this was a new concept, therefore, option was given to the employees to choose either the old 5th CPC single rate of DA or the new system of DA based on reimbursement of expenses as per 6th CPC. The 7th CPC has recommended to continue the concept of reimbursement of Hotel Accommodation, Food Bill and Taxi Charges with the exception that vouchers are not required to be produced for Food Bills.

3. The matter regarding admissibility of DA in case of free boarding and lodging, has been considered in this Department. Daily Allowance is given to the Govt. employees as a reimbursement of the expenditure incurred by him on tour for his stay, food and travel at that station. In case of free boarding and lodging, the Govt. employee, if incurring any expenditure on local travel, can claim the same as per Para 2 E (i) and (iii) of the Annexure to O.M. of even No. dated 13.07.2017. The earlier system of giving 25% of DA is being discontinued.

Also, after implementation of 7th CPC recommendations, the facility of DA at 5th CPC rates is done away with.

4. This is issued with the approval of Secretary (Expenditure).

Hindi version is attached.

(Nirmala Dev)
Deputy Secretary to the Government of India

To

All Ministries and Departments of the Govt. of India etc. as per standard distribution list.

Copy to: C&AG and U.P.S.C., etc. as per standard endorsement list.
No. 19030/1/2017-E.IV
Government of India
Ministry of Finance
Department of Expenditure

New Delhi, the 13th March, 2018

OFFICE MEMORANDUM

Sub: Time-limit for submission of claims for Travelling Allowances – regarding.

Consequent upon the issuance of General Financial Rule (GFR)-2017, vide Rule 290 of GFR-2017, time-limit for submission of claim for Travelling Allowance (TA) has been changed from one year to sixty days succeeding the date of completion of the journey. Accordingly, in supersession of this Department’s OM No. F.5(16)-E.IV(B)/67 dated 13.06.1967 & OM No. 19038/1/75-E.IV (B) dated 18.02.1976, it has been decided with the approval of Competent Authority that the claim of a Govt. servant to Travelling Allowance/Daily Allowance on Tour/Transfer/Training/Journey on Retirement, is forfeited or deemed to have been relinquished if the claim for it is not preferred within sixty days succeeding the date of completion of the journey.

2. In respect of claim for Travelling Allowance for journey performed separately by the officer and members of his family, the dates should be reckoned separately for each journey and the claim shall be submitted within sixty days succeeding the date of completion of each individual journey. Similarly, TA claims in r/o transportation of personal effects and conveyance shall be submitted within sixty days succeeding the date on which these are actually delivered to the Govt. servant at the new station.

3. The date of submission of the claims shall be determined as indicated below:

| (i) In the case of Officers who are their own Controlling Officer. | The date of presentation of the claim at the Treasury/Cash Section. |
| (ii) In the case of Officers who are not their own Controlling Officer. | The date of submission of the claim to the Head of Office/Controlling Officer. |

4. In the case of claims falling under category 3(ii), which are presented to the Treasury after a period of sixty days succeeding the date of completion of journey, the date of submission of the claim will be counted from the date when it was submitted by the Govt. servant to the Head of Office/Controlling Officer within prescribed time-limit of sixty days.

5. A claim for Travelling Allowance of a Govt. servant which has been allowed to remain in abeyance for a period exceeding one year should be investigated by the Head of the Department concerned. If the Head of Department is satisfied about the genuineness of the claim on the basis of the supportive documents and there are valid reasons for the delay in preferring the claims, the claims should be paid by the Drawing and Disbursing Officer or Accounts Officer, as the case may be, after usual checks.

[Handwritten Notes]
6. These orders are not applicable in r/o Leave Travel Concession (LTC) claims which are governed by separate set of rules of DoPT.

7. These orders shall be effective from the date of issue of this O.M.

8. In so far as the persons serving in the Indian Audit & Accounts Department are concerned, this order issues in consultation with the Comptroller & Auditor General of India.

(Nirmala Dev)
Deputy Secretary to the Government of India

To,

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