

**NPIU**

# राष्ट्रीय परियोजना कार्यान्वयन एकक

(तकनीकी शिक्षा में विश्व बैंक सहायक परियोजना के कार्यान्वयन के लिए भारत सरकार, मानव संसाधन विकास मंत्रालय का एकक)

## National Project Implementation Unit

(A UNIT OF MINISTRY OF HUMAN RESOURCE DEVELOPMENT, GOVERNMENT OF INDIA FOR IMPLEMENTATION OF WORLD BANK ASSISTED PROJECTS IN TECHNICAL EDUCATION)

By Speed Post

No.AC/TEQIP-II/MHRD/2014/2596

March 20, 2014

Prof O P Chhangani  
Director  
University College of Engineering  
Rawatbhata Road, Akelgarh  
Kota - 324 022 Rajasthan

Sub: TEQIP-II: Payment of Honorarium Professors of IITs

Sir,

The TEQIP-II Institutions are encouraged to invite Professors from the mapped IITs for conducting sessions/programme in the institutions as an extension of the activity of KIT programmes organized by the concerned IITs.

- As and when such Professors are invited for conducting session/programme the Competent Authority has approved the payment of Rs. 5000/- (Five Thousand Only) per day, as honorarium, besides TA/DA as applicable.
- Please take action accordingly.

Thanking you.

Yours faithfully,

Prof. A. U. DIGRASKAR  
Central Post (A.U. Digraskar)  
National Project Implementation Unit  
(A Unit of Ministry of Human Resource Development, Government of India for Implementation of World Bank Assisted Projects in Technical Education)  
Ed. CIL House, 4th Floor, 18-A, Sector-16-A,  
Noida - 201301

Director (NCE)

Asama

MIS Officer

22/4/14

TEQIP/891  
21/4/14

Dir/884  
22/4/14

एडसिल हाऊस, चतुर्थ तल, 18ए, सेक्टर 16-ए,  
नौएडा-201301 (उ०प्र०)  
Ed. CIL House, 4th Floor, 18-A, Sector 16-A,  
NOIDA-201301 (U.P.)

दूरभाष / Phone : 0091-120-2513921, 2513936, 2513946  
फैक्स / Fax : 0091-120-2512486, 2513926  
वेब साईट / Web site : www.npiu.nic.in

27/1

**OFFICE OF THE DIRECTOR, TEQIP  
RAJASTHAN TECHNICAL UNIVERSITY, KOTA**

F-TEQIP/(5)/16/ 5180-92

Date: 18/6/2016

**OFFICE ORDER**

Reimbursement of Registration Fee, travelling, boarding & lodging and incidental charges to PhD/UG/PG students is permitted under TEQIP-II as per following norms:

Activities	Expenditure Permitted	Amount Payable
Organizing Industrial visits, attending workshop, technology exhibitions, publication in National/International conferences held in India of students UG and PG.	1. Registration Fees	Actual Amount
	2. Travelling	Sleeper class train fair (excluding Tatkal charges if any)/Express bus fare on producing proof of travel.
	3. Local Travel allowance	1. For all localities within the state including Kota and outside the state (except towns included in point 2 and 3) :Rs. 50  2. For all state capitals including Jaipur and cities viz Nagpur, Kanpur, Allahabad, Pune, Ahmedabad and hill stations outside the state but excluding capital towns include in point 3 : Rs. 100  3. For Mumbai, Kolkata, Chennai , New Delhi : Rs. 200
	4. Lodging charges	1. For all localities within the state and outside the state is except towns included in point 2 and 3 :Rs. 300  2. For all state capitals including Jaipur and cities viz Nagpur, Kanpur, Allahabad, Pune, Ahmedabad and hill stations outside the state but excluding capital towns include in point 3 : Rs. 450  3. For Mumbai, Kolkata, Chennai , New Delhi : Rs. 600
	5. DA	Student shall be permitted Dearness Allowance equal to Rs. 225 per day. This DA shall be applicable from the day She/he leaves Kota and the day She/he return back to Kota.( Both days are inclusive)

  
18/6/16

	6. Contingency Expenses	In case of Research Paper presentation in a Conference/Seminar/Workshop, contingency expenses such as printing, postal charges shall be on producing bills.
	7. Visiting charges/ entry charges	In case of educational tour including industrial/research visit within the country, visiting charges/ entry charges if any for visiting such industries, lab shall be paid on actual basis.
	8. Taxi/Bus expenses	Taxi (Tavera/ Bolero/ another make)/ Bus expenses wherever a faculty member has accompanied may be paid on actual basis on producing the bills, if such taxi or bus is hired for such a trip at a location other than Kota. In this case no local travel allowance shall be paid to the students.

The expenditure shall be booked under IOC head of TEQIP-II project.

Proposals covered under above activities shall be considered retrospectively w.e.f. 13.05.2014.


All proposals must be forwarded by guide/supervisor and Head of Department and all bills be counter signed.

This bears the approval of Hon'ble Vice Chancellor.

sd/-  
Director TEQIP

Copy to:

1. PS to HVC
2. Finance Comptroller
3. All HOD (HOD, Comp.)
4. Coordinator, TEQIP
5. Nodal officer(Finance)-TEQIP-II
6. Accounts TEQIP

  
16/05/16  
Director TEQIP

Minutes of the meeting of SPFU, held on 31.08.2012. Following were present:

- |                         |                              |
|-------------------------|------------------------------|
| 1. Prof. M.C. Goyal     | State Coordinator (In Chair) |
| 2. Prof. O.P. Chhangani | Special Invitee              |
| 3. Sh. C. P. Gupta      | Nodal Officer (M & E)        |
| 4. Dr. Rajesh Singhal   | Nodal Officer (Academic)     |
| 5. Dr. D.N. Vyas        | Nodal Officer (Finance)      |
| 6. Sh. J.K. Deegwal     | Nodal Officer (Procurement)  |

Following points are discussed:

1. Actions taken by the participating institutes with regard to Equity Action Plan, Support for academically weak students and Support to weaker sections were reviewed. The members identified following as the weak areas resulting in poor academic performance of the weak students:

- (a) Lack of ability in understanding instructions in the class in English Language.
- (b) Lack of proper attitude.
- (c) Inability of some of the teachers in delivering lectures in English.

To address the issues, it was resolved that the SPFU shall extend support to the participating institutes in addressing the above issue by adopting the following multi-pronged strategy:

- (i) Identify resource persons to improve the skills of the teachers in communicating in English.
- (ii) Identify resource persons to improve the skills of the students in communicating in English.
- (iii) Identify resource persons to improve the personality and attitude among students.

The activity at S. No. (i) shall be a short duration of 2 weeks to be conducted at the participating institutes. The respective management of the institutes will ensure participation by all the teachers and also ensuring that teachers insist on communicating with the students in English.

For activities at S. No. (ii) & (iii), services of practicing professional are proposed to be hired. The hired person will conduct special sessions at regular intervals for the students. The services shall be hired for full project duration.

2. Conducting trainings as per Training Need Analysis.

The participating institutes shall send the staff and teachers for training as per the TNA. Teachers and staff who have shown interest in acquiring higher qualification may be sent for such programs. Salary of staff and faculty hired in lieu of sending teachers and staff for higher studies may be charged to the project. Teachers and staff not in a position to go to an institute outside the city may be encouraged to enroll to part time programs. Fee paid by such employees may be reimbursed to them from the project grants.

*[Handwritten signatures and initials]*

✓ Prior approval from SPFU will be required for any such training to the employees of unaided private institute. N

3. The participating institutes shall conduct Short Term Programs for teachers of other institutes within the state, after getting the same approved by the Nodal Officer (Academics), SPFU, Rajasthan. Expenditure as per following schedule is proposed to be permitted on such activities:

- a. Food Expenses @ Rs. 400.00 per participant per day.
- b. Accommodation should normally be provided by the institute free of cost. However, it was found that most of the participating institutes do not have such infrastructure. It is therefore proposed to allow accommodation on shared basis and cost limited to Rs. 500.00 per participant per day.
- c. The resource persons will be paid TA/DA as per NPIU norms in this regard.
- d. Honorarium to the resource persons:
  - from Institutes of National Importance (IIT/IIM/IIT/NIT/CU) @Rs. 2000/- per hour for lecturing and Rs. 1000/- per hour for Laboratory sessions.
  - From the host institute @ Rs. 1000/- per hour for Theory and Rs. 500/- per hour for Lab classes
  - From other Government Institutes or otherwise Rs. 1500/- per hour for Theory and Rs. 750/- per hour for Lab classes.
  - Reimbursement up to Rs. 2500/- for providing Course Material to participants by the Trainer.
- e. Travelling expenses of the participants to be borne by the parent institute.
- f. Supporting Staff- Rs. 300/- per day to Non-Teaching/ Laboratory Staff, Rs. 150/- per day to peon.

(A) P

} A

The participating institutes shall submit all the proposals for conducting such programs to SPFU and approval from SPFU shall necessarily be obtained including the names of resource persons and expenditure.

4. Support for academically weak students

The participating institutes shall arrange classes for academically weaker & socially deprived students. However, before arranging such classes, the institutes shall necessarily carry out a detailed analysis of the results of the past years and identify the subjects in which failure rate is higher. The institute shall then arrange special sessions in theory subjects and also in laboratory subjects wherever required. Such sessions shall be organized by keeping the group size of not more than 20 and students shall be encouraged to ask questions and also solve difficulties. The teachers may be asked to provide handouts, quiz sheets, review examinations, periodic tests etc. Following rates of remuneration are proposed for the activity:

- a. Honorarium to the resource persons:
  - from Institutes of National Importance (IIT/IIM/IIT/NIT/CU) @Rs. 2000/- per hour for lecturing and Rs. 1000/- per hour for Laboratory sessions.
  - From the host institute @ Rs. 750/- per hour for Theory and Rs. 350/- per hour for Lab classes

*[Handwritten signatures and marks]*

F.No. 16-12/2005 TS. VII  
Government of India  
Department of Higher Education  
Ministry of Human Resources Development  
TEQIP Division

Room No. 433- C, Shastri Bhawan,  
New Delhi-110001  
Dated 3<sup>rd</sup> June, 2012

To,

Prof. A.U. Digraskar  
Central Project Adviser,  
National Project Implementation Unit (NPIU),  
Plot No18 A Sector 16 A  
Gautam Budh Nagar  
Noida – 201301.

Subject : TA/DA and Honorarium for Experts for TEQIP-II.

Sir,

I am directed to refer to your letter No. NPIU/TEQIP-II/11/2355 dated 27<sup>th</sup> January, 2012 on the above mentioned subject and to convey the approval of TA/ DA and Honorarium for experts for TEQIP-II as under :

**(i) Travelling by Air**

Mentors/Auditors/Experts/Retired officials/officials from SPFUs and Project Institutions drawing grade pay 6000 and above are entitled to travel for meetings by Economy class Air India as per their entitlement.

However, on non availability of ticket in Air India, Private Airlines by economy class may be allowed subject to the condition that the fare charged is not more than the Air India fare (domestic), and Air travel should not be permitted as a matter of course and to the extent possible, it should be performed by train.

**(ii) Travelling by train**

The members may be allowed to travel by IInd AC trains including Rajdhani Express and Executive Class in Shatabdi Express.

**(iii) Travelling by Road**

In case of places not connected by rail, travel by AC Bus for all those entitled to travel by AC II tier and above by train. In case of road travel between places connected by rail, travel by any means of public transport is allowed provided total fare does not exceed the train fare by the entitled class.

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Mileage allowance for road journey performed in own car/taxi is Rs.16/- per km and by auto rickshaw is Rs.8/- per km. Using AC Taxi cannot be permitted.

**(iv) Boarding & lodging charges**

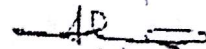
Boarding and lodging charges are already being given at the rate as admissible to the highest Grade of Government employees as per the classification of the cities.

**(v) Honorarium**

Payment of honorarium of Rs.3000/- per day to the official/non-official member for attending the meeting.

As regards any other point regarding TA/DA etc., the same should be as per the Government of India rules.

Yours faithfully,



(S.K.Mohanty)

Under Secretary (Mgmt)

# State Project Facilitation Unit

(Technical Education Quality Improvement Program –II, Dept. Of Tech. Edu. Govt. Of Raj.)  
 (World Bank Assisted Program of Ministry of HRD, Government of India)  
 Office: Center for Electronic Governance, Jhalana Doongari, Jaipur- 302004  
 Phone No. 0141-2701006; Email: [spfuraj@gmail.com](mailto:spfuraj@gmail.com) , Website: <http://www.spfuraj.ac.in>

No.F.11 (4) TE/20001/SSC/280-288

Dated 18.01.2017

**The Dean**  
 College of Technology & Engineering,  
 MPUAT, Udaipur

✓ **The Director**  
 University College of Engineering  
 RTU, Kota,

**The Principal,**  
 MLVTEC, Bhilwara

**The Principal,**  
 Govt. Women Engineering College, Ajmer

**The Principal,**  
 Govt. Engineering College, Ajmer

**The Principal,**  
 Govt. Engineering College, Jhalawar

**The Principal,**  
 Govt. College of Engineering & Technology,  
 Bikaner.

**The Principal,**  
 Govt. Engineering College,  
 Bikaner

**The Principal,**  
 Institute of Engineering & Technology,  
 Alwar.

Sub: Enhancement of honorarium to expert for delivering lectures in the TEQIP-II Project Institutions.

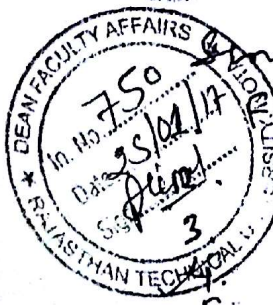
Sir,

In compliance of the decision taken by the State Steering Committee in its meeting held on 30.12.2016 on Agenda Item No. 7.5, it is informed that the SSC passed the Resolution with regard to Enhancement of honorarium to expert for delivering lectures in TEQIP-II Project Institutions. You are therefore, requested that you may kindly follow the following norms approved by the SSC for paying of honorarium:

S.No	Category of Institution /faculty	Rate of Honorarium per Lecture*
1.	Faculty from Institutes of National Importance (IIT/IIM/IIT/NIT/CU)	₹ 5000/-
2.	Professor from any University/ College	₹ 4000/-
	Faculty form other Government Institutions other than the host institute	₹ 3000/-

\* Not more than two lecture per day.

Yours truly,



Send copy to -  
 Finance Controller  
 Registrar  
 Dean RA  
 TEQIP - Co-ordinator  
 All HOD's

DFA-229  
 30/01/17  
 TEQIP office  
 S.P.A  
 28/01/17  
 24/1/17



F.No.19030/3/2008-E.IV  
Government of India  
Ministry of Finance  
Department of Expenditure

.....  
New Delhi, the 23<sup>rd</sup> September, 2008

**OFFICE MEMORANDUM**

**Subject: Travelling Allowance Rules-Implementation of the Sixth Central Pay Commission.**

The undersigned is directed to say that in pursuance of the decisions taken by the Government on the recommendations of the Sixth Central Pay Commission relating to Travelling Allowance entitlements, sanction of the President is conveyed to the modifications in the Travelling Allowance Rules as set out in the Annexure to this Office Memorandum in so far as they apply to civilian employees of the Central Government. Separate orders will be issued by the Ministries of Defence and Railways in respect of their personnel.

2. The 'Grade Pay' for determining the TA/DA entitlement is as indicated in Central Civil Service(Revised Pay)Rules 2008.
3. The term 'pay' for the purpose of these orders refer to basic pay as defined in Rule 3(8) of Central Civil Services(Revised Pay) Rules,2008 and includes the revised non-practicing allowance, if any, admissible in addition.
4. In respect of those employees who opt to continue in their pre-revised scales of pay, the corresponding Grade Pay of the pay scales of the post occupied on 1/1/2006 would determine the TA/DA entitlements under these orders. However, for determining the Composite Transfer Grant for such employees, the term pay shall also include, in addition to the basic pay in the pre-revised Scales, stagnation increments, Dearness Pay and NPA as per orders in force on 1/1/2006.
5. **These orders shall take effect from 1<sup>st</sup> September,2008.** However, if the Travelling Allowance entitlements in terms of the revised entitlements now prescribed result in a lowering of the existing entitlements in the case of any individual, groups or classes of employees, the entitlements, particularly in respect of mode of travel, class of accommodation, etc., shall not be lowered. They will instead continue to be governed by the earlier orders on the subject till such time as they become eligible, in the normal course, for the higher entitlements.
6. The claims submitted in respect of journey made on or after 1<sup>st</sup> September, 2008, may be regulated in accordance with these orders.
7. **It may be noted that no additional funds will be provided on account of revision in TA/DA entitlements. It may therefore be ensured that permission to official travel is given judiciously and restricted only to absolutely essential official requirements.**
8. In so far as the persons serving in the Indian Audit & Accounts Department are concerned, these orders issue in consultation with the Comptroller & Auditor General of India
9. Hindi version will follow.

*Madhulika Prasad*

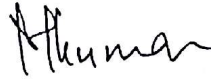
(MADHULIKA P. SUKUL)

Joint Secretary to the Government of India.

To  
All Ministries/Departments of the Government of India.etc.

**Copy to:**

- i) All State Governments & Union Territories.
- ii) Governors of all States/Lt. Governors of UTs.
- iii) Comptroller & Auditor General of India and all offices under his Control.
- iv) Union Public Service Commission, Supreme Court, Election Commission, Central Vigilance Commission, Deptt. of Personnel (AIS Division), Lok Sabha/Rajya Sabha Sectt. Commissioner Municipal Corporation of Delhi : and
- v) All Members of Staff Side of the National Council of JCM.



(MAHENDRA KUMAR)  
Director (EG)  
Ministry of Finance  
(Deptt. of Expenditure)  
New Delhi,

**Annexure to Ministry of Finance, Department of Expenditure  
O.M.No.19030/3/2008-E.IV dated 23<sup>rd</sup> September, 2008.**

In supersession of S.R.17 and G.O.I., M.F No.10/2/98-IC& 19030/2/97-E.IV dated 17/4/1998, the following provisions will be applicable with effect from 1.9.2008.


**2. Entitlements for Journeys on Tour**

**A. Travel Entitlements within the Country**

<b>Grade Pay (1)</b>	<b>Travel Entitlements (2)</b>
Officers drawing grade pay of Rs.10,000/- and above and those in pay scale of HAG + and above	Business/Club Class by air/AC First class by train
Officers drawing grade pay of Rs.7600, Rs.8700 and Rs. 8900	Economy Class by air/AC First class by train
Officers drawing grade pay of Rs.5400 and Rs.6600.	Economy Class by air/AC II Tier class by train.
Officers drawing grade pay of Rs.4200, Rs. 4600 and Rs.4800	AC II Tier class by train.
Officers drawing grade pay below Rs. 4200	First Class/AC III Tier/AC Chair car by train

The revised Travel entitlements are subject to following:-

- (i) In case of places not connected by rail, travel by AC bus for all those entitled to travel by AC II Tier and above by train and by Deluxe/ordinary bus for others is allowed.
- (ii) In case of road travel between places connected by rail, travel by any means of public transport is allowed provided the total fare does not exceed the train fare by the entitled class.
- (iii) Henceforth, all mileage points earned by Government employees on tickets purchased for official travel shall be utilized by the concerned department for other official travel by their officers. Any usage of these mileage points for purposes of private travel by an officer will attract departmental action. This is to ensure that the benefits out of official travel, which is funded by the Government, should accrue to the Government
- (iv) All Government servants are allowed to travel below their entitled class of travel.

  
(MAHENDRA KUMAR)  
Director (EG)  
Ministry of Finance  
(Deptt. of Expenditure)  
110011 Delhi.

**3. International Travel Entitlement.**

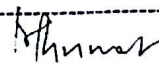
- (i) Cabinet Secretary/Secretary to G.O.I and Equivalent - First Class.
- (ii) Officers drawing grade pay of Rs.10,000 and above and those in pay scale of HAG + - Business/Club Class
- (iii) Others - Economy Class

**C. Entitlement for journeys by Sea or by River Steamer(SR.40)**

Grade Pay (1)	Entitlement (2)
Officers drawing grade pay of Rs.5400/-and above and those in pay scales of HAG+ and above	Highest Class.
Officers drawing grade pay of Rs.4200, Rs.4600 and Rs.4800	If there be two classes only on the steamer, the lower class.
Officers drawing grade pay of Rs.2400 and Rs. 2800	If there be two classes only on the steamer , the lower class  If there be three classes, the middle or the second class.  If there be four classes, the third class
Officers drawing grade pay less than Rs.2400/-	The lowest class.

(ii) Accommodation entitlements for travel between the mainland and the A&N Group of Islands and Lakshadweep Group of Island by ships operated by the Shipping Corporation of India Limited will be as follows:

Grade Pay (1)	Entitlement (2)
Officers drawing grade pay of Rs.5400 and above and those in pay scales of HAG+ and above	: Deluxe Class
Officers drawing grade pay of Rs.4200, Rs.4600 and Rs.4800	: First / 'A' Cabin class
Officers drawing grade pay of Rs.2400 and Rs. 2800	: Second/ 'B' Cabin Class.
Officers drawing grade pay less than Rs.2400.	: Bunk Class.

  
(MAHENDRA KUMAR)  
Director (EG)  
Ministry of Finance  
(Deptt. of Expenditure)

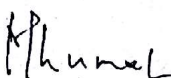
**D. Mileage Allowance for Journeys by Road :**

In supersession of S.R.46 and the Government of India's Order thereunder, the grade pay ranges for travel by public /bus/auto/rickshaw/Scooter/motor cycle, full taxi/taxi/own car is revised as indicated below:

Grade Pay (1)	Entitlement (2)
(i) Officers drawing grade pay of Rs.10,000 and above and those in pay scales of HAG + and above.	Actual fare by any type of public bus including air-conditioned bus. <b>OR</b> At prescribed rates of AC Taxi when the journey is actually performed by AC Taxi <b>OR</b> At prescribed rates for auto rickshaw for journeys by autorickshaw,own scooter motor cycle, moped etc.,
(ii) Officers drawing grade pay of Rs.5400, Rs. 6600, Rs.7600, Rs.8700 and Rs. 8900	Same as at (i) above with the exception that journeys by AC taxi will not be permissible
(iii) Officers drawing grade pay of Rs.4200, Rs. 4600 and Rs.4800	Same as at (ii) above.
(iv) Officers drawing grade pay of Rs.2400 and above but less than Rs.4200.	Actual fare by any type of public bus other than air-conditioned bus. <b>OR</b> At prescribed rates for autorickshaw for journeys by autorickshaw/own scooter/ motorcycle/moped etc.
(v) Officers drawing grade pay below Rs.2400.	Actual fare by ordinary public bus only <b>OR</b> At prescribed rates for autorickshaw/ own scooter/ motorcycle/moped etc

(b) Mileage allowance for road journeys shall be regulated at the following rates in places where no specific rates have been prescribed either by the Director of Transport of the concerned State or of the neighbouring States:

- (i) For journeys performed in own car/taxi : Rs.16 per Km
- (ii) For journeys performed by auto rickshaw : Rs.8 per km
- own scooter, etc

  
(MAHENDRA KUMAR)  
Director (EG)  
Ministry of Finance  
(Deptt. of Expenditure)  
New Delhi.

(c) The rate of Mileage Allowance for journeys on bicycle, on tour and transfer, is revised from 60 paise to Rs.1.20 per kilometer.

### 3. Daily Allowance on Tour

Grade Pay	Daily Allowance
Officers drawing grade pay of Rs.10,000/-and above and those in pay scales of HAG+ and above	Reimbursement for Hotel accommodation / guest house of up-toRs.5000 per day; reimbursement of AC taxi charges of up-to 50 kms. for travel within the city and reimbursement of food bills not exceeding Rs.500 per day.
Officers drawing grade pay of Rs.7600 to Rs.8900	Reimbursement for Hotel accommodation of up-toRs.3000 per day; reimbursement of non-AC taxi charges of up-to 50 kms. per diem for travel within the city and reimbursement of food bills not exceeding Rs.300 per day.
Officers drawing grade pay of Rs.5400 to Rs.6600 ✓	Reimbursement for Hotel accommodation of up-to Rs.1500 per day; reimbursement of taxi charges of up-to Rs.150 per diem for travel within the city and reimbursement of food bills not exceeding Rs.200 per day. ✓
Officers drawing grade pay of Rs.4200 to 4800/-	Reimbursement for Hotel accommodation of up-to Rs.500 per day; reimbursement of travel charges of up-to Rs.100 per diem for travel within the city and reimbursement of food bills not exceeding Rs.150 per day.
Officers drawing grade pay of below Rs.4200/-	Reimbursement for Hotel accommodation of up-to Rs.300 per day; reimbursement of travel charges of up-to Rs. 50 per diem for travel within the city and reimbursement of food bills not exceeding Rs.100 per day.

In case of stay/journey on Government ships, boats etc. or journey to remote places on foot/mules etc for scientific/data collection purposes in organization like FSI, Survey of India, GSI etc., daily allowance will be paid at rate equivalent to that provided for reimbursement of food bill. However, in this case, the amount will be sanctioned irrespective of the actual expenditure incurred on this account with the approval of the Head of Department/controlling officer. For journeys on foot, an allowance of Rs.5 per kilometer travelled on foot shall be payable additionally.

  
 (MAHENDRA KUMAR)  
 Director (EG)  
 Ministry of Finance  
 (Deptt. of Expenditure)  
 New Delhi

1. T.A. on Transfer.

A. **Accommodation and Mileage Allowance Entitlements :**

(i) Accommodation and Mileage Allowance entitlements as prescribed at para 2 above, except for **International Travel**, for journey on tour by different modes will also be applicable in case of journeys on transfer. The general conditions of admissibility prescribed in S.R.114 will, however, continue to be applicable.

(ii) The provisions relating to small family norms as contained in para 4(A) of Annexure to M/o Finance O.M. F.No. 10/2/98-IC & F.No. 19030/2/97-EIV dt. 17<sup>th</sup> April 1998, shall continue to be applicable.

B. **Transfer Grant and Packing Allowance :**

(i) The Composite Transfer Grant shall be equal to one month's pay as defined in para 3 of this O.M. in case of transfer involving a change of station located at a distance of or more than 20 km from each other.

(ii) In cases of transfer to stations which are at a distance of less than 20kms from the old station and of transfer within the same city, one third of the composite transfer grant will be admissible, provided a change of residence is actually involved.

(iii) At present, only one transfer grant is permitted if the transfer of husband and wife takes place within 6 months of each other from the same place to the same place. With effect from the date of implementation of these orders, in cases where the transfer take place within six months, but after 60 days of the transfer of the spouse, fifty percent of the transfer grant on transfer shall be allowed to the spouse transferred later. No transfer grant shall be admissible to the spouse transferred later, in case both the transfers are ordered within 60 days. The existing provisions shall continue to be applicable in case of transfers after a period of six months or more. Other rules precluding transfer grant in case of transfer at own request or transfer other than in public interest, shall continue to apply unchanged in their case.

C. **Transportation of Personal Effects**

Grade pay (1)	By Train/steamer (2)	Rate per km for transport by road (Rs.per.km) (3)
Officers drawing grade pay of Rs.7600 and above and those in pay scale HAG+ and above	6000 kgs. by goods train/4 wheeler wagon/1 double container.	18.00 (Rs.0.30 per kg per km.)
Officers drawing grade pay of Rs.4200, Rs.4600, Rs.4800, Rs.5400 and Rs. 6600	6000 kgs. by goods Train/4 wheeler wagon/1 single container.	18.00 (Rs.0.30 per kg per km.)
Officers drawing grade pay of Rs.2800	3000 kgs.	9.00 (Rs.0.31 per kg per km)
Officers drawing grade pay below Rs.2800	1500 kgs.	4.60 (Rs.0.31 per kg/per kms.)

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The rates for transporting the entitled weight by Steamer will be equal to the prevailing rates prescribed by such transport in ships operated by Shipping Corporation of India.

**D. Transportation of Conveyance.**

Grade Pay (1)	Scale (2)
Officers drawing grade pay of Rs.4200/- and above and those in pay scales of HAG+ and above	One motor car etc. or one motor cycle/scooter, or one horse
Officers drawing grade pay less than Rs.4200/-	One motorcycle/scooter/ Moped, or one bicycle.

**5 T.A. Entitlement of Retiring Employees.**

**A. Transportation of Conveyance.**


In partial modification of S.R.147, the expenditure on transportation of conveyance by government servants on their retirement shall be reimbursed without insisting on the requirement that the possession of the conveyance by them while in service at their last place of duty should have been in public interest.

**B. Lumpsum Transfer Grant and Packing Allowance.**

(i) The composite transfer grant equal to a month's pay last drawn as defined in para 3 of this O.M., may be granted in the case of those employees who, on retirement, settle down at places other than the last station(s) of their duty located at a distance of or more than 20 kms. The transfer incidentals and road mileage for journeys between the residence and the railway station/bus stand, etc., at the old and new station, presently admissible are subsumed in the composite transfer grant and will not be separately admissible.

(ii) As in the case of serving employees, government servants who, on retirement, settle at the last station of duty itself or within a distance of less than 20 kms may be paid one third of the composite transfer grant subject to the condition that a change of residence is actually involved.

6. The TA/DA rates mentioned in para 2 D(b) and (c) (mileage for road journey by taxi/ own car/ autorickshaw/ own scooter/bicycle etc.), para (3) (all components of daily allowance on tour including rate of DA for journey on foot) and para 4(c) (rates of transportation of personal effects) of this Annexure, shall automatically increase by 25% whenever Dearness Allowance payable on the revised pay structure goes up by 50% .

  
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