

भारत सरकार / Government of India
परमाणु ऊर्जा विभाग / Department of Atomic Energy
सचिवालय समन्वय अनुभाग / Secretariat Coordination Section

अणुशक्ति भवन / Anushakti Bhavan,
छत्रपति शिवाजी महाराज मार्ग / C.S.M. Marg,
मुंबई / Mumbai - 400 001
इ-मेल / Email: sectcord@dae.gov.in

No.GF/150-SCS/3564.

Dated: - 16 - 03 - 2018

पृष्ठांकन / ENDORSEMENT

विषय /: Time - limit for submission of claims for Travelling
Subject: Allowances- Regarding.

उपरोक्त विषय पर व्यय विभाग, वित्त मंत्रालय, नई दिल्ली से प्राप्त दिनांक 13-03-2018 के कार्यालय ज्ञापन संख्या 19030/1/2017/E.IV की एक प्रति सूचना एवं आवश्यक कार्रवाई हेतु अग्रेषित है।

A copy of Office Memorandum No.19030/1/2017/E.IV dated 13-03-2018 received from Department of Expenditure, M/o Finance, New Delhi on the above mentioned subject is forwarded for information and necessary action.

संलग्न : यथोपरि / Encl.: As above

(न. ज. खानविलकर / N. J. Khanvilkar)
अनुभाग अधिकारी / Section Officer
(022 - 22862661)

पञ्च के सभी संघटक इकाईयों / सार्वजनिक क्षेत्र के उपक्रमों / सहायता प्राप्त संस्थानों के प्रशासनिक प्रधा
All Administrative Heads of Constituent Units/PSUs/Aided Institutions of DAE.

प्रतिलिपि / Copy also to:

पञ्च के सभी अधिकारी एवं अनुभाग / All Officers & Sections in DAE Secretariat.

सचिव, स्टाफ साइड, पञ्च विभागीय परिषद् / Secretary, Staff Side, DAE Departmental Council.

गार्ड फाइल संख्या / Guard File No. -150/SCS.

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.

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,

All Ministries/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.