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Government of Tamil Nadu
2017

FINANCE [Pay Cell] DEPARTMENT

G.O.Ms.No.307, Dated 13th October 2017.

(Heyvilambi, Puratasi-27, Thiruvalluvar Aandu 2048)

ABSTRACT

OFFICIAL COMMITTEE, 2017 - Recommendations of the Official Committee, 2017 on revision of pay and allowances – Revision of Rates of **Travelling Allowance** - Orders - Issued.

Read the following:-

1. G.O.Ms.No.40, Finance (Pay Cell) Department, dated: 22-02-2017.
2. G.O.Ms.No.189, Finance (Pay Cell) Department, dated 27-06-2017.
3. G.O.Ms.No.303, Finance (Pay Cell) Department, dated 11-10-2017.

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ORDER:

The Official Committee, 2017 constituted to examine revision of pay and allowances has *inter-alia* made recommendations regarding revision of Travelling Allowance.

2. The Government has carefully examined the recommendations of the Official Committee, 2017 and decided to accept them. Accordingly, the following orders are issued revising the rates of Travelling Allowance:-

CLASSIFICATION OF EMPLOYEES FOR PURPOSE OF TRAVEL ENTITLEMENTS

3. The classification of employees for the purpose of Travelling Allowance shall be based on Pay Level of the employees in the Pay Matrix in the revised pay structure. The Grades of employees fixed based on the Pay Level drawn by the employees in the revised pay structure for the purpose of Travelling Allowance for the employees as detailed below:

Grades	Classification of Employees
[1]	[2]
Grade-I (a)	Employees drawing pay in Pay Level-28 and above in the Pay Matrix (*including all officers of All India Services serving in the State drawing pay in Pay Level-13 and above in the Pay Matrix of All India Service Pay Rules*).
Grade-I (b)	Employees drawing pay in Pay Level-25 and above in the Pay Matrix but below Pay Level-28 (*including all officers of All India Services irrespective of the Pay Level serving in the State*).
Grade-II	Employees drawing pay in Pay Level-13 and above in the Pay Matrix but below Pay Level-25.

Grades	Classification of Employees
[1]	[2]
Grade-III	Employees drawing pay in Pay Level-5 and above in the Pay Matrix but below pay in Pay Level-13.
Grade-IV	Employees drawing pay below Pay Level-5 in the Pay Matrix.

ENTITLEMENTS FOR JOURNEYS ON TOUR or TRAINING

4. The travel entitlements of Government employees while on tour and transfer shall be regulated as follows :

Grades	Travel Entitlements
[1]	[2]
Grade-I (a) Employees drawing pay in Pay Level-28 and above in the Pay Matrix *(including all officers of All India Services serving in the State drawing pay in Pay Level-13 and above in the Pay Matrix of All India Service Pay Rules).*	Air Journey or AC First Class by Rail irrespective of whether the journey is within or outside the State. Note: The Officers in Pay Level-32 in Pay Matrix *(AIS Officers in Pay Level-14 and above in the Pay Matrix of All India Service Pay Rules)* are eligible to travel by air in Executive Class.
Grade-I (b) Employees drawing pay in Pay Level-25 and above but below Pay Level-28 in the Pay Matrix *(including all officers of All India Services irrespective of Pay Level serving in the State).*	(i) Air Journey outside the State. (ii) First Class or AC Second Class by Rail for journey within or outside the State.
Grade-II Employees drawing pay in Pay Level-13 and above but below Pay Level-25 in the Pay Matrix.	First Class by Rail. Note: Wherever First Class is not available, travel in AC Third Class may be allowed on Official Tour or Leave Travel Concession. In case of journey to New Delhi where I Class is not available, travel in II Class AC Sleeper be allowed.
Grade-III and Grade-IV Employees drawing pay below Pay Level-13 in the Pay Matrix.	Second Class by Rail.

5. If the Travelling Allowance in terms of the revised entitlements now prescribed result in reduction 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. the same shall not be lowered. Instead, they will continue to be governed by the earlier orders until they become eligible, in the normal course, for the higher entitlements in the revised pay.

DAILY ALLOWANCE

6. The revised rates of daily allowance for the employees in the following four grades shall be as follows:-

Grades	Revised D.A. Rate	
	In Chennai	In Other Places
[1]	[2]	[3]
Grade-I Employees drawing pay in Pay Level-25 and above *(including officers of All India Service serving in the State).*	Rs.800/-	Rs.400/-
Grade-II Employees drawing pay in Pay Level-13 and above but below Pay Level-25 in the Pay Matrix.	Rs.600/-	Rs.300/-
Grade-III Employees drawing pay in Pay Level-5 and above but below Pay Level-13 in the Pay Matrix.	Rs.400/-	Rs.200/-
Grade-IV Employees drawing pay below Pay Level-5 in the Pay Matrix.	Rs.320/-	Rs.160/-

DAILY ALLOWANCE RATE FOR HALTS OUTSIDE THE STATE – STAY IN STATE HEADQUARTERS AND OTHER PLACES WITHIN AND OUTSIDE THE STATE

7. The revised rates of daily allowance for halt in New Delhi and other State Headquarters other than Chennai, for stay in Chennai and for stay in other places within and outside the State including Union Territories shall be as follows :

Sl. No.	Category of Officers	New Delhi and All Other State Headquarters other than Chennai			Chennai			Other Places within and outside the State including Union Territories		
		Stay in Hotel		Stay in Guest House / Private [Boarding & Lodging]	Stay in Hotel		Stay in Guest House / Private [Boarding & Lodging]	Stay in Hotel		Stay in Guest House / Private [Boarding & Lodging]
		Lodging	Boarding		Lodging	Boarding		Lodging	Boarding	
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
1.	**Grade-I(a)**	4500*	1000	1000	4500*	900	900	4500*	600	600
2.	**Grade-I(b)**	3000^	800	800	1800#	800	800	800	400	400
3.	**Grade-II**	2250	600	600	1050	600	600	600	300	300
4.	**Grade-III**	1150	400	400	750	400	400	450	200	200
5.	**Grade-IV**	900	320	320	600	320	320	320	160	160

*Reimbursement of upto Three Star Hotel subject to maximum of Rs.4500.

^ Reimbursement of upto Two Star Hotel subject to maximum of Rs.3000.

Reimbursement of upto Two Star Hotel subject to maximum of Rs.1800.

MILEAGE ALLOWANCE FOR JOURNEYS BY ROAD

8. The Mileage Allowance for journey performed by Car and by Motor Cycle / Scooter / Moped shall be revised as follows.-

Sl. No.	Grades	Mileage Allowance for Journeys performed by	
		Car [Per Km]	**Motor Cycle / Scooter / Moped** [Per Km]
[1]	[2]	[3]	[4]
(1)	**Grade-I** Employees drawing pay in Pay Level-25 (Rs.59,300-1,87,700) or more (including officers of All India Service serving in the State).	Rs.12	Rs.6
(2)	**Grade-II** Employees drawing pay in Pay Level-13 (Rs.35900-1,13,500) and above but below pay in Pay Level-25 (Rs.59,300-1,87,700).	Rs.12	Rs.6
(3)	**Grade-III** Employees drawing pay in Pay Level-5 (Rs.18,200-57,900) and above but below pay in Pay Level-13 (Rs.35900-1,13,500).	...	Rs.6
(4)	**Grade-IV** Employees drawing pay below pay in Pay Level-5 (Rs.18,200-57,900).	...	Rs.6

FLAT CHARGE [TERMINAL CHARGES]

9. The Terminal Charges paid for the journey between residence, place of halt or work and Railway Station or Bus Terminal or Air Port shall be as detailed below.-

Grades	Flat Charge [Terminal Charges]	
	In Chennai	**In Other Places**
[1]	[2]	[3]
Grade-I Employees drawing pay in Pay Level-25 (Rs.59,300-1,87,700) or more (including officers of All India Service serving in the State).	Rs.20/-	Rs.20/-
Grade-II Employees drawing pay in Pay Level-13 (Rs.35900-1,13,500) and above but below pay in Pay Level-25 (Rs.59,300-1,87,700).	Rs.20/-	Rs.20/-

Grades	Flat Charge [Terminal Charges]	
	In Chennai	In Other Places
[1]	[2]	[3]
Grade-III Employees drawing pay in Pay Level-5 (Rs.18,200-57,900) and above but below pay in Pay Level-13 (Rs.35900-1,13,500).	Rs.20/-	Rs.20/-
Grade-IV Employees drawing pay below pay in Pay Level-5 (Rs.18,200-57,900).	Rs.20/-	Rs.20/-

TRAVELLING ALLOWANCE ON TRANSFER

10. Travel Entitlements on Transfer: The travel entitlements prescribed for tour shall be applicable in case of journeys on transfer. The general conditions of admissibility prescribed shall be, however, continued without any change.

11. Lumpsum Allowance: The lumpsum allowance payable under Transfer Travelling Allowance for packing/loading and unloading/unpacking shall be as shown below:--

Sl. No.	Grades	Transfer between station at a distance	
		Beyond 8 kms. but below 60 kms.	Beyond 60 kms.
[1]	[2]	[3]	[4]
(1)	**Grade-I** Employees drawing pay in Pay Level-25 (Rs.59,300-1,87,700) or more (including officers of All India Service serving in the State).	Rs.1800	Rs.3600
(2)	**Grade-II** Employees drawing pay in Pay Level-13 (Rs.35900-1,13,500) and above but below Pay Level-25 (Rs.59,300-1,87,700).	Rs.1350	Rs.2850
(3)	**Grade-III** Employees drawing pay in Pay Level-5 (Rs.18,200-57,900) and above but below Pay Level-13 (Rs.35900-1,13,500).	Rs.900	Rs.1950
(4)	**Grade-IV** Employees drawing pay below Pay Level-5 (Rs.18,200-57,900).	Rs.450	Rs.1050

12. Transportation of Personal Effects: There shall be no change in the maximum limits of personal effects permissible for claim of transportation charges by transfer by rail at railways' risk, lorry and the maximum limits shall continue as follows:

Sl. No.	Grades	By Goods Train, Lorry, etc.	By Passenger Train from out of col.(3)
[1]	[2]	[3]	[4]
(1)	**Grade-I** Employees drawing pay in Pay Level-25 (Rs.59,300-1,87,700) or more (including officers of All India Service serving in the State).	4500 Kg	200 Kg
(2)	**Grade-II** Employees drawing pay in Pay Level-13 (Rs.35900-1,13,500) and above but below Pay Level-25 (Rs.59,300-1,87,700).	2000 Kg	75 Kg
(3)	**Grade-III** Employees drawing pay in Pay Level-5 (Rs.18,200-57,900) and above but below Pay Level-13 (Rs.35900-1,13,500).	1000 Kg	40 Kg
(4)	**Grade-IV** Employees drawing pay below Pay Level-5 (Rs.18,200-57,900).	1000 Kg	40 Kg

13. The claim should be restricted to what would have been admissible had the personal effects been transported by passenger and goods trains upto the maximum limits allowed under each.

MONTHLY CEILING ON TRAVELLING ALLOWANCE

14. The existing monthly ceiling on Travelling Allowance in the revised pay structure shall be revised as follows.-

Sl. No.	Details	Revised Monthly ceiling limit	
		From	To
[1]	[2]	[3]	[4]
(1)	Consequent on the increase of the Basic Pay and taking note of the increase in Daily Allowance ordered above, the existing monthly ceiling on Travelling Allowance shall be reduced from 10% to 5% of revised pay. Wherever the existing ceiling is 15% and 12%, it shall be reduced to 8% and 6% of revised pay.	**10%** **15%** **12%**	**5%** **8%** **6%**
(2)	In respect of Officers having jurisdiction over more than one district and those having jurisdiction more than two districts, the monthly ceiling shall be at 6% of pay and at 7% of pay, respectively.	**12%** **13%**	**6%** **7%**

FIXED TRAVELLING ALLOWANCE

15. The existing quantum of Fixed Travelling Allowance shall be enhanced by 100% wherever it has not been enhanced after the last pay revision subject to rounding off to next 50. However, the quantum of Fixed Travelling Allowance allowed to employees on percentage of basic pay shall be reduced to 50%.

CONVEYANCE ALLOWANCE

16. The existing rates of conveyance allowance paid to employee shall be enhanced by 100%.

CONVEYANCE ALLOWANCE TO VISUALLY CHALLENGED, LOCOMOTOR DISABLED AND HEARING IMPAIRED

17. The existing allowance shall be enhanced as a special case from Rs.1,000/- per month to Rs.2,500/- per month. The other conditions for payment of this conveyance allowance shall be continued.

LEAVE TRAVEL CONCESSION

18. The existing entitlements shall continue in the revised pay structure without any change.

19. The terms and conditions governing the sanction of the above allowances shall remain unchanged except to the extent modified by this order.

20. The above orders shall take effect from **1st October, 2017.**

21. These orders shall apply to the Government employees and teachers including employees of local bodies and also to the teachers and employees in aided educational institutions.

22. Amendments to the Tamil Nadu Travel Allowance Rules, 2005 and Tamil Nadu Special Pay and Allowances Rules will be issued separately.

(BY ORDER OF THE GOVERNOR)

K.SHANMUGAM
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT

To
All Secretaries to Government.
The Secretary, Legislative Assembly, Secretariat, Chennai-600 009.
The Secretary to the Governor, Chennai--32.
The Comptroller, Governors Household, Raj Bhavan, Chennai-32.
The Secretary to the Governor, Chennai-32.
The Governor's Secretariat, Raj Bhavan, Guindy, Chennai- 600 032.
All Departments of Secretariat (OP / Bills), Chennai - 9'
All Heads of Departments.
All Collectors / All District Judges / All Chief Judicial Magistrates.
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The Accountant General (Accounts & Entitlements) Chennai-600 018 (By name).
The Principal Accountant General (Audit-I), Chennai-600 018.
The Principal Accountant General (Audi-I), Chennai-600 018 (By name).
The Accountant General (Audit-II), Chennai-600 018.
The Accountant General (Audit-II), Chennai-600 018 (By name).

The Accountant General (CAB), Chennai-600 009 / Madurai.
The Registrar General, High Court, Chennai-600 104.
The Chairman, Tamil Nadu Public Service Commission, Chennai-600 003.
The Registrar of all Universities in Tamil Nadu.
The Director of Treasuries and Accounts, Chennai-35.
The Director of Pension, Chennai-600 035.
The Director of Local Fund Audit, Chennai-35.
The Pension Pay Officer, Chennai- 600 035.
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The Pay and Accounts Officer, (North / South / East) Chennai- 1 / 35 / 5.
The Pay and Accounts Officer, Madurai - 625 001.
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All Divisional Development Officers / Revenue Divisional Officers/ Tahsildars.
All Block Development Officers / Municipal Commissioners. All Chief Educational Officers / Panchayat Union Commissioners.
The Project Co-ordinator, Tamil Nadu lntegrated Nutrition Project, No.570, Anna Salai, Chennai-18.
All Recognised Service Associations.

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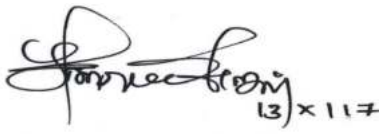

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