

Revision of the rates of
Travelling Allowance.

GOVERNMENT OF MAHARASHTRA
FINANCE DEPARTMENT

CR1988100301

Resolution No. RPS-1288/568/SER-10
Mantralaya, Bombay 400 032, dated the 3rd October 1988

- Read—(i) Government Resolution, Finance Department, No. TRA-1077/CR-156/SER-5, dated 11th August 1977.
(ii) Government Resolution, Finance Department, No. TRA-1081/CR-828/SER-5, dated 10th August 1981.
(iii) Government Resolution, Finance Department, No. TRA-1081/CR-1646/SER-5, dated 20th November 1981.
(iv) Government Resolution, Finance Department, No. TRA-1083/CR-1426/SER-5, dated 1st February 1984.
(v) Government Resolution, Finance Department, No. प्रवास-1685/537/SER-5, dated 10th September 1985.

RESOLUTION OF GOVERNMENT

The question of revision of travelling allowance rules and rates in respect of the State Government Employees has been considered simultaneously alongwith the revision of the pay scales. The Government is pleased to direct that the provisions of certain travelling allowance rules and rates while on tour and transfer, should be revised as shown in the following paras. Other provisions of travelling allowance rules and the orders contained in Government Resolutions cited above, shall continue to operate.

2. The term 'pay' for the purpose of these orders refers to pay in the revised scale of pay promulgated under the Maharashtra Civil Services (Revised Pay) Rules, 1988. Till the pay in the revised scale is fixed, the term 'pay' shall include besides pay in the existing scale, appropriate dearness allowance and *ad hoc* dearness allowance, two interim reliefs at the rates admissible as on 1st January 1986 plus 20 per cent *ad hoc* increase on basic pay subject to a minimum of Rs. 75 per month. In the case of persons who are appointed in Government service on or after 1st January 1986, the term 'pay' shall mean the minimum of the revised scale sanctioned for the post which they are holding, till their pay is fixed in the revised scale.

In the case of employees, who opt to retain the pre-revised scales of pay, the term 'pay' will include, besides pay in pre-revised scale of pay, appropriate dearness allowance and *ad hoc* dearness allowance and interim reliefs thereon at the rates applicable as on 1st January 1986.

3. Gradation of Government Servant (Bombay Civil Service Rule 377) :

In modification of para 2 of Government Resolution, Finance Department, dated 11th August 1977 cited at (i) above, the pay limits for the gradation of Government servants for regulation of travelling allowance both on tour and transfer, shall be as under :—

Grade	Pay in the revised pay scales
First Grade	Rs. 3000 and above.
Second Grade	Rs. 1400 to Rs. 2999.
Third Grade	Below Rs. 1400

4. Entitlement for the Class of accommodation for different modes of travel :

In partial modification of para 5 of Government Resolution, Finance Department, dated 11th August 1977 cited at (i) above, the eligibility for travel by Air and in different classes of accommodation on Railways, Public buses, steamer shall be as under :—

- (i) *Air Journey (Bombay Civil Service Rules 417-B and 490)*.—Government servants drawing pay of Rs. 4,100 and above, shall be held eligible to travel by Air at their discretion both while on tour and transfer subject to orders of economy measures in force and those that may be issued in future.

(ii) *Railway Journey (Bombay Civil Service Rules 400 and 490).*—The pay ranges and travel entitlement for journey by railway on tour and transfer, shall be as follows :—

Grade	Pay range	Travel Entitlement	
		Ordinary Mail, Express/ Passenger Train and other Super Fast Train	Rajdhani Express
First Grade	5100 and above ..	A.C. Ist Class/A.C. Sleeper.	A.C. Ist Class/A.C. Sleeper.
	3000—5099 ..	A.C. Sleeper/Ist Class.	A. C. Sleeper.
Second Grade	2350—2999 ..	Ist Class/A.C. Chair ..	A.C. Chair.
	1400—2349* ..	IIInd Class Sleeper ..	
Third Grade	Below 1400 ..	IIInd Class Sleeper ..	

*Note 1.—Gazetted Officers in this pay range shall be eligible to travel by First Class/A.C. Chair.

Note 2.—When Journey is performed by Rajdhani Express or any other train on which lunch and snack are served free of charge, 50 per cent of the Daily Allowance admissible for the Journey period, shall be deducted from the Travelling Allowance claim of the Government servant.

(iii) *Journey by Road in Public Conveyances (Bombay Civil Service Rules 414 and 490).*—

- Officers drawing pay of Rs. 3000 and above shall be eligible to travel by Air Conditioned Luxury, Super Fast, Deluxe Buses.
- Employees drawing pay above Rs. 1400 but less than Rs. 3000 shall be eligible to travel by Luxury, Super Fast, Deluxe Buses.
- Employees drawing pay less than Rs. 1400 per month shall be eligible to travel by ordinary bus.

(iv) *Journey by Steamer (Sea and River) (Bombay Civil Service Rules 406 and 490).*—The entitlement for journey by sea or by river steamer shall be as under :—

Grade	Pay range	Entitlement of Class by sea or river steamer
First Grade	Rs. 3000 and above	Highest Class.
Second Grade	Rs. 2350—2999 ..	Upper of two classes, middle of three classes.
	Rs. 1400—2349 ..	Lower of the two classes, middle of three classes.
Third Grade	Below Rs. 1400	Lowest Class.

5. Road Kilometerage (Bombay Civil Service Rule 414-I and II) :

In modification of para 2 of Government Resolution, Finance Department, dated 20th November 1981 cited at (iii) above, the rates of road kilometerage for journeys in owned or hired vehicles shall be revised as follows :—

Grade	Pay range	Rs. per. Kilometre				
		Motor Car/Jeep		Motor Cycle/Scooter	Moped/Luna	Any other means of conveyance
		Petrol	Diesel			
First Grade	Rs. 3000 and above ..	2.50	1.50	0.85	0.40	
Second Grade	Rs. 2350—2999 ..	2.50	1.50	0.85	0.40	0.20
	Rs. 1400—2349 ..			0.85	0.40	0.20
Third Grade	Below Rs. 1400 ..				0.40	0.20

The officers in the pay ranges against which the rates of road kilometerage have been specified, shall be held entitled to maintain that type of conveyance.

6. Transportation of Empty Car (Bombay Civil Service Rule 462) :

In modification of para 4 of Government Resolution, Finance Department, dated 20th November 1981 cited at (iii) above, the rate of allowance for transportation of car shall be Rs. 1.25 per kilometre subject to the condition that the total cost to Government does not exceed the cost of transporting it by Rail/Steamer/or other craft, and the Government servant himself actually travels by rail or steamer.

7. Conveyance Allowance (Bombay Civil Service Rule 388) :

Powers to sanction conveyance allowance within the prescribed norms of average monthly kilometreage have been delegated to the Heads of Departments subject to conditions mentioned in paras 7 to 9 of Government Resolution, Finance Department, dated 11th August 1977 cited at (i) above. In modification of the schedule as given in para 3 of Government Resolution, Finance Department, dated 20th November 1981 cited at (iii) above, the revised schedule for grant of Conveyance Allowance shall be as under:—

Average monthly kilometres (1)	Revised rate of conveyance allowance				
	Motor car		Motor Cycle/ Scooter	Moped/ Luna	Public conveyance
	Petrol (2)	Diesel (2)	(3)	(4)	(5)
	Rs.	Rs.	Rs.	Rs.	Rs.
201—300 ..	300	230	120	60	50
301—450 ..	450	330	180	80	70
451—600 ..	670	500	270	100	90
601—800 ..	900	680	360	120	100
801 and above ..	1200	900	480	160	110

8. Daily Allowance (Bombay Civil Service Rule 420) :

In modification of para 1 of Government Resolution, Finance Department, dated 1st February 1984 cited at (iv) above, the revised rates of Daily Allowance shall be as under:—

Grade	Pay range	Rate of Daily Allowance		Rate of Daily Allowance for staying in Hotels charging scheduled tariff	
		Ordinary rate	Special rate at Bombay, Pune, Nagpur, Aurangabad, Nashik, Amravati	Ordinary rate	Special rate at Bombay, Pune, Nagpur, Aurangabad, Nashik, Amravati
	Rs.	Rs.	Rs.	Rs.	Rs.
First Grade	5100 and above ..	50	60	100	125
	3000—5099 ..	45	55	75	90
Second Grade	2800—2999 ..	45	55	75	90
	1900—2799 ..	30	40	50	70
	1400—1899 ..	25	30	40	50
Third Grade	Below 1400 ..	20	25	30	40

Note.—For claiming Daily Allowance for staying in hotels Government servant will have to produce one single receipt indicating that the actual expenditure incurred on lodging/lodging and boarding, is more than the amount of Daily Allowance ordinarily admissible.

9. Permanent Travelling Allowance (Bombay Civil Service Rule 383):

The existing monetary limit on travelling allowance of the Government servants who are holding the posts for which the Permanent Travelling Allowance was originally sanctioned prior to its abolition, is 3½ times the basic Permanent Travelling Allowance, indicated in Government Resolutions, Finance Department, dated 10th August 1981 cited at (ii) above. In modification of these orders, the revised limit shall be equal to 15 days Daily Allowance at ordinary rate, per month.

10. Transfer Travelling Allowance :

(a) *Definition of the Family*—In modification of the definition of the family as laid down in para 24(i) of Government Resolution, Finance Department, dated 11th August 1977 cited at (i) above, a legitimate child or step child/parent/sister/minor brother who resides with the Government servant and whose income from all sources including pension (inclusive of dearness relief on pension and pension equivalent of Death-cum-Retirement gratuity) does not exceed Rs. 500 per month, shall be deemed to be "wholly dependent" upon the Government servant and shall be a member of his family.

(b) *Rates of Lump-sum transfer grant and packing allowance.*—In modification of the orders contained in Government Resolution, Finance Department, dated 10th September 1985 cited at (v) above, the rates of lump-sum transfer grant shall be revised as shown in column (3) of the Statement given below. In addition, a Government servant on transfer shall be eligible for packing allowance at the rates mentioned in column (4) of the Statement given below:—

Grade (1)	Pay range (2)	Lump-sum transfer grant (3)	Packing allowance (4)
	Rs.	Rs.	Rs.
First Grade	.. { 5100 and above .. 3000—5099 ..	4000 3000	1500 1200
Second Grade	.. { 2800—2999 .. 1900—2799 .. 1400—1899 ..	3000 1500 1000	1200 900 600
Third Grade	.. { 1100—1399 .. Below 1100 ..	600 450	600 450

(c) *Entitlement of personal effects*—(i) *Transportation by Rail.*—In partial modification of para 24(v) of Government Resolution, Finance Department, dated 11th August 1977 cited at (i) above, the pay ranges and the entitlement for carriage of personal effects shall be as shown in the following statement. A Government servant shall be entitled to actual cost of transportation of personal effects by Goods train at owner's risk to the extent mentioned in column (3) of the Statement.

Grade (1)	Pay range (2)	Personal effects that can be carried (3)
First Grade	.. { 5100 and above .. 3000—5099 ..	6000 kg. by Goods train or full four-wheeler wagon or one double container, if actually engaged. 6000 kg. by Goods train or full four-wheeler wagon or one single container, if actually engaged.
Second Grade	.. { 2800—2999 .. 1400—2799 ..	6000 kg. by Goods train or full four-wheeler wagon or one single container, if actually engaged. 3000 kg. by Goods train.
Third Grade	.. Below 1400	1500 kg. by Goods train.

(ii) *Transportation by Road.*—In partial modification of para 1(iii) of Government Resolution, Finance Department, dated 10th September 1985 cited at (v) above, a Government servant carrying personal effects by road between the places connected by rail, shall be eligible to draw actual expenditure on transportation of personal effects by road or the amount admissible on transportation by railway increased by 25 per cent whichever is less.

(iii) *Transportation of goods between places not connected by rail.*—In partial modification of para 1(iii) of Government Resolution, Finance Department, dated 10th September 1985 cited at (v) above, if the Government servant transports his personal effects by road between the places not connected by rail, shall be eligible to draw actual expenditure on transportation of personal effects or one and one-fourth times of the transportation charges leviable by the railways for the admissible maundage, for the distance between the two stations by the shortest route, whichever is less.

(d) *Transportation of conveyance.*—In modification of para (5) of Government Resolution, Finance Department, dated 20th November 1981, cited at (iii) above, the rates for transportation of conveyance under its own propulsion shall be as under:—

	Rs.
(a) Motor car	1.25 per km.
(b) Motor Cycle/Scooter	0.40 per km.
(c) Moped/Luna	0.20 per km.
(d) Bicycle	0.06 per km.

(e) *Additional fare by the entitled class to Government servants on transfer.*—A Government servant shall be entitled to an additional fare by the entitled class for both onward and return journeys between the new Headquarters and the old Headquarters in addition to the normal transfer travelling allowance entitlement, if he has to leave his family at old Headquarters because of non-availability of Government residential accommodation at the new place of posting. This concession shall be admissible only once and within a period of six months from the date of taking over at the new Headquarters.

11. Travelling Allowance on Retirement/Death :

The revised provisions in respect of transfer travelling allowance in para 10 shall be applicable to the retiring Government servant and his family or to the family of deceased Government servant.

12. Date of effect :

(a) These orders shall take effect from 1st September 1988, except that where the class/mode by which a journey was performed prior to the issue of these orders was higher than the entitlement under these orders, it shall not be reduced. However, the journeys on tour/transfer commenced prior to midnight of 31st August 1988 shall be regulated in accordance with the rules or orders in force prior to issue of these orders, even if the tour or transfer journey is completed after the 1st September 1988 i.e. Daily Allowance for halts on tour which commenced prior to 1st September 1988, will be admissible at old rates for the entire period of tour. The travelling allowance claims in connection with tour/transfers commencing on or after 1st September 1988 which have already been settled according to the provision of old rules or orders, shall not be reopened.

(b) A Government servant who was transferred/retired before 1st September 1988 but movement of his family members and/or personnel effects takes place on or after 1st September 1988 but within a period of six months from the date of his taking over charge at the new Headquarters/date of retirement, revised provisions contained in para 10 shall be applicable.

13. The additional expenditure on this account should be met by the respective Departments/Offices from their sanctioned grants.

14. The existing provisions of the Bombay Civil Services Rules, 1959 in this respect should be deemed to have been amended to the extent of the provisions of this Resolution. A formal amendment to these rules will be made in due course.

By order and in the name of the Governor of Maharashtra,

V. D. PANSE,
Joint Secretary to Government.