



Annamalai University

(Accredited with 'A' Grade by NAAC)

Annamalainagar - 608 002

அண்ணாமலைப் பல்கலைக்கழகம்

(தேசிய தர மதிப்பீட்டுக் குழுவின் (NAAC) 'A' தரச்சான்றிதழ் பெற்றது)

அண்ணாமலைநகர் - 608 002



Guidelines for Travelling Allowance 2020 for

ALL UNIVERSITY EMPLOYEES

(Revised based on the G.O. Ms. No.307, Finance (Pay Cell) Dept., dt. 13.10.2017)

**பல்கலைக்கழகத்தில் பணிபுரியும்
அனைத்து பணியாளர்களுக்கான
பயணப் பட்டியல் வழிகாட்டி - 2020**

(அரசாணை எண் 307, நிதி (சம்பளப்பிரிவு) துறை,
நாள் 13.10.2017 -ன் படி திருத்தப்பட்டது)



“பள்ளித்தலமனைத்தும் கோயில் செய்குவோம்”

“தண்ணீர் விட்டா வளர்த்தோம்
சர்வேசா இப்பயிரை
கண்ணீரால் காத்தோம்”





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அண்ணாமலைநகர் - 608002

முகப்புரை

அண்ணாமலைப் பல்கலைக்கழகத்தில் பணிபுரியும் ஆசிரியர் மற்றும் ஆசிரியரல்லாத அனைத்து பணியாளர்களும் பல்கலைக்கழகப் பணிக்காக வெளியூர் சென்று வருவதற்கான அனுமதிக்கப்பட்ட பயணப்படி, தினப்படி மற்றும் இது தொடர்பான அனைத்துப் படிகளின் விபரங்களும் எளிமையாக புரிந்துக் கொள்ளும் வகையில் இக்கையேட்டில் அளிக்கப்பட்டுள்ளது.

இக்கையேட்டில் அனுமதிக்கப்பட்டுள்ள விகிதத்தில் மட்டுமே அனைத்து கேட்புகளும் அனுமதிக்கப்படும்.

01.04.2020

அண்ணாமலைநகர்

பதிவாளர் (பொ.)

அண்ணாமலைப் பல்கலைக்கழகம்

ANNAMALAI UNIVERSITY

Revised TA/DA and Other Allowance Admissible for University Employees for all purposes

**(Based on the G.O. Ms. No. 307 Finance (Pay Cell)
Dept. dated 13.10.2017)**

The G.O. Ms. No.307, Finance (Pay Cell) Department dated 13.10.2017 was adopted in the Finance Committee vide item No.15 dated 31.07.2018 and Syndicate vide item No. 21 dated 01.08.2018. The G.O. is related to revision of rates of Travelling Allowances and other related allowances in the University for both the Teaching and Non-Teaching staff of Annamalai University. The detailed TA/DA rate chart are furnished below.

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 are fixed based on the Pay Level drawn by the employees in the revised pay structure for the purpose of Travelling Allowance as detailed below:

Grade	Classification of Employees	Old Grade Pay
[1]	[2]	[3]
Grade-I (a)	Employees drawing pay in Pay Level-28 and above in the Pay Matrix	8,700 - 10,000
Grade-I (b)	Employees drawing pay in Pay Level-25 and above in the Pay Matrix but below Pay Level-28	6,600 - 7,700
Grade-II	Employees drawing pay in Pay Level-13 and above in the Pay Matrix but below Pay Level-25.	4,400 - 6,000
Grade-III	Employees drawing pay in Pay Level-5 and above in the Pay Matrix but below pay in Pay Level-13.	1,900 - 4,300
Grade-IV	Employees drawing pay below Pay Level-5 in the Pay Matrix.	1,300 - 1,800

EMPLOYEES OF DIFFERENT DESIGNATION BASED ON GRADES

Sl. No.	Grades	Classification of Employees	Old Grade pay	Posts Covered
1.	GRADE-I(a)	Employees drawing pay in Pay Level-28 and above in the Pay Matrix	8,700 - 10,000	Vice-Chancellor/ Registrar/ Professor/ Associate Professor
2.	GRADE-I(b)	Employees drawing pay in Pay Level-25 and above in the Pay Matrix but below Pay Level-28	6,600 - 7,700 and 8,000	Finance Officer/ Deputy Finance Officer/ Assistant Professor/ Associate Professor/ Reader (RMIHS)/ Deputy Registrar/ Zonal Officer/ Public Relations Manager/ Assistant Registrar/ Executive Engineer/ Principal System Analyst/ System Analyst(S.S)/ Sr. Technical officer
3.	GRADE-II	Employees drawing pay in Pay Level-13 and above in the Pay Matrix but below Pay Level-25	4,400 - 6,000	Assistant Finance Officer/ Assistant Professor/ Lecturer/ Tutor(RMIHS)/ Sr. Resident/ Animal Welfare Officer/ Bio-Medical Engineer/ Assistant Professor cum Programmer/ Assistant Librarian/ Biochemist/ Chief Pharmacist/ Dietician/ Lab Technician Gr-I/ Nursing Supdt. Gr-II/ Nursing Tutor Gr-II/ Speech Therapist Gr-II/ Sr.Dietician/ Staff Nurse/ Ward Sister/ Section Officer/ Liaison Officer/ Special Officer Gr-I/ Horticulturist/

Sl. No.	Grades	Classification of Employees	Old Grade pay	Posts Covered
				Deputy Farm Supdt./ Deputy Garden Supdt./ Farm Supervisor/ Orchard Manager/ Special Officer Gr-II/ Asst. Section officer/ Asst. Public Relations Officer/ Asst. Engr./ Asst. Exec. Engr/ Jr. Engr./ Tech. Officer/ Sanitary Inspector/ Tech Asst.(Lib) Gr-II/ Jr.Tech. Asst.(Lib)/ Tech Asst.(Lib)/ Tech.Officer Gr-I/ Tech. Officer Gr-II/ Asst.Works Manager/ Computer Service Engineer/ System Analyst/ Data Supdt./ Asst. Programmer/ Instructor Special Grade/ Sr.Foreman Gr-I/ Foreman Grade-I [Press]/ Foreman Gr-I [Marine]/ Foreman Gr-I/ Asst. Tech. Officer/ Sr.Lab Technician/ Jr. Tech. Officer/ Jr.Tech. Officer Gr-II/ Meteorological Asst./ Binder/ Jr. Tech. Officer Gr- I/ Sr. Tech. Asst/ Tech. Asst(Lib)Gr-I
4.	GRADE-III	Employees drawing pay in Pay Level-5 and above in the Pay Matrix but below Pay Level-13	1,900 - 4,300	Animal Welfare Asst./ Audiometric Technician/ Auxillary Nurse & Midwives/ CSSD. Technician/ Dark Room Asst./ Dental Hygienist/

Sl. No.	Grades	Classification of Employees	Old Grade pay	Posts Covered
				Dental Mechanic/ ECG Technician/ EEG Technician/ EMG Technician/ Female Nursing Technician/ Gas Attendent/ Head Dhoby/ Hospital Worker/ Lab Technician Gr-I/ Lab Technician Gr-II/ Male Nursing Asst. Gr-II/ Male Nursing Technician/ Mortuary Attendant/ Nursing Asst. Gr-II/ Pharmacist/ Prosthetic & Orthotic Technician/ Radiographer/ Sr.ECG Technician/ Sr. Refractionist/ Social Worker [Psychiatric]/ Social Worker (Paediatric)/ Social Worker/ Sr. Radiographer/ Tailor/ Technical Supervisor (Medical Gas)/ Tutor in Occupational Therapy Gr-II/ Tutor in Physiotherapy Gr- II/ Village Health Nurse/ Data Entry Operator/ Yoga Instructor/ Instructor/ Foreman Gr-II/ Foreman Gr-II [Press]/ Foreman/ Foreman Gr-II[Marine]/ Lab Technician(UG)/ Technical Asst./ Glass Blower/ Driver/ Mechanic Gr-A/ Mechanic Gr-B/ Electrician Gr-I/

Sl. No.	Grades	Classification of Employees	Old Grade pay	Posts Covered
				Electrician Gr-II/ Sr.Binder/ Binder GR-I/ Binder Gr-II/ Machine Operator/ Machine Minder/ Lift Mechanic/ SSA(ELEC)/ SSA(WS)/ SSH/ Winder/ Mason Gr-I/ Mason Gr-II/ Pipeline Fitter Gr-II/ Pipeline Fitter Gr-I/ Carpenter Gr-I/ Carpenter Gr-II/ Mazdoor/ Cameraman/ Asst. Plate Maker/ Head Marker/ Marker/ Lift Operator/ Fisherman Cum Boat Crew/ Fisherman/ Cleaner/ Assistant/ Steno Typist/ Security Officer/ Extension Assistant/ Matron/ Record Clerk/ Asst. Security Officer/ Lab Attender/ Maistry/ Driver Special Gr.
5.	GRADE-IV	Employees drawing pay below Pay Level-5 in the Pay matrix	1,300 - 1,800	ALC Technician Gr-II/ Barber/ Dhoby/ Female Nursing Asst. Gr-II/ Gas Attendent/ Hospital Worker/ Male Nursing Asst. Gr-II/ Mortuary Attendant/ Sanitary Worker/ Office Asst./ Watchman/ Gardener/ Cook/ Animal Husbandry Asst./ Sweeper/ Sanitary Worker/ P.H. Menials/ Sewage Cleaner/ Helper/ Driver

ENTITLEMENTS FOR JOURNEYS ON TOUR OR TRAINING

4. The travel entitlements to University employees while on tour and transfer shall be as follows:

Grades [1]	Travel Entitlements [2]
Grade-I (a) Employees drawing pay in Pay Level-28 and above in the Pay Matrix	Air Journey or AC First Class by Rail irrespective of whether the journey is within or outside the State.
Grade-I (b) Employees drawing pay in Pay Level-25 and above but below Pay Level-28 in the Pay Matrix	(i) Air Journey outside the State. or (ii) First Class or 2 Tier AC 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 3 Tier AC shall be allowed on official tour. In case of journey to New Delhi where First Class is not available, travel in 2 Tier AC Sleeper be allowed.
Grade-III and Grade-IV Employees drawing pay below Pay Level-13 in the Pay Matrix.	Second Class by Rail. If no Rail, actual bus fare allowed upto 300 Kms.

DAILY ALLOWANCE

Daily Allowance admissible for fraction of absence from headquarters which is less than 24 hours will be as shown below:

- (i) 6 hours and below : 30% daily allowance
- (ii) Exceeding 6 hours and upto 12 hours : 70% of daily allowance
- (iii) Exceeding 12 hours : Full daily allowance

The period of absence from headquarters begins when a University employee actually leaves his/her headquarters and ends on his/her return to headquarters. Hence it is mandatory to mention in the TA bill the time of departure from headquarters and arrival time outside the place of work. Similarly, the time of departure from outside station and arrival time at the headquarters.

6. The revised rates of daily allowance for the University 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.

1. Where daily allowance for lodging and boarding has been separately fixed, the claim for lodging should be for the actual amount, subject to the maximum fixed and supported by the receipt for payment of the hotel bill.
2. Certificate of having paid the hotel bill, in lieu of the actual receipt of the hotel, shall not be accepted. For stay in Tamil Nadu House, there is no need to produce any receipt for the boarding and other charges and the amount fixed may be allowed in full.

MILEAGE ALLOWANCE FOR JOURNEY BY ROAD

8. The Mileage Allowance for journey performed by Car / Motor Cycle / Scooter / Moped shall be as detailed below:

Sl. No.	Grades	Mileage Allowance for Journey performed by	
		Car (per Km)	Motor Cycle / Scooter / Moped (per Km)
(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.35,900-1,13,500) 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 and above but below Pay Level-13 in the Pay Matrix.	...	Rs.6
(4)	Grade-IV Employees drawing pay below pay in Pay Level-5 (Rs.18,200-57,900).	...	Rs.6

As per Rule 27 of Tamil Nadu Travel Allowance Rules the restriction of 200 miles (320 Kms) laid down, shall be applicable to both own cars of the officers as well as official Cars attached to their departments, either right from their headquarters or in between the journey. The T.A claims will be restricted to 320 Kms only and T.A claims for journey exceeding this limit will not be allowed.

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:

No.	Grades	Flat Charge (Terminal Charges)	
		in Chennai	in other places
[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.20/-	Rs.20/-
(2)	Grade-II Employees drawing pay in Pay Level-13 (Rs.35,900-1,13,500) and above but below pay in Pay Level-25 (Rs.59,300-1,87,700).	Rs.20/-	Rs.20/-
(3)	Grade-III Employees drawing pay in Pay Level-5 and above but below Pay Level-13 in the Pay Matrix.	Rs.20/-	Rs.20/-
(4)	Grade-IV Employees drawing pay below pay in Pay Level-5 (Rs.18,200-57,900).	Rs.20/-	Rs.20/-

INCIDENTAL CHARGE

The rate of incidental charge is one half of the daily allowance admissible and it shall be drawn for each of the day of departure from headquarters and the day of arrival back at headquarters if the period of absence is 24 hours, one half daily allowance either for the day of departure from headquarters or for the day of arrival back at headquarters will only be allowed.

RULINGS

(1) Incidental charge is admissible for each move from camp to another camp if the absence from headquarters upto the time of departure from the first camp or the time gap between one camp to another camp is 24 hours or more.

In the case of journeys involving moves from camp to another camp entitling a University employee to this allowance for one or more such moves, the allowance can be drawn for the journey back to headquarters only if there is at least a time gap of 24 hours between the last such move entitling him / her this allowance and the arrival at headquarters.

(2) A University employee is not entitled to this allowance for a journey performed by conveyance provided by University or for a journey for which mileage is admissible.

(3) Incidental charge shall be allowed in addition to mileage to officers on tour for their journey to and from the airport, railway and bus terminals and boat basins inside ports by their own car or by a hired conveyance.

(4) For the straight journey from headquarters to camp and back to headquarters, incidental charge is allowed at the rates of headquarters. The allowance allowed during camp shall be calculated with reference to the rate admissible at that place.

(5) Incidental charge is admissible only for journeys on tour to places at distance of 160 Kms or more from headquarters or camp.

(6) Incidental charge shall be allowed for journey on tour even if the journey is commenced or ended at a point which is 160 Kms away from headquarters after 24 hours from one camp to another camp or return to headquarters and each journey need not be a distance of 160 Kms after an initial travel of 160 Kms from headquarters on that particular tour.

HALTING ALLOWANCE

The Drivers are allowed Halting Allowance of Rs.300/- when a journey is continued without interruption to a point more than 200 Kms distance from the headquarters at the expiration of the complete period of 24 hours, in which it shall be ensured that he has not claimed accommodation charges (Lodging).

**Registrar i/c
Annamalai University**

ANNEXURE – I

Revised TA/DA and Other Allowance Admissible for
University Employees for all purposes(Based on the G.O. Ms. No. 307 Finance (Pay Cell)
Dept. dated 13.10.2017)

Sl. No.	Place	Kms	Travelling Allowance		Daily Allowance Per day				Incidental Charges			Terminal Charges
			*, #	\$, #	Gr-I	Gr-II	Gr-III	Gr-IV	Gr-I	Gr-II	Gr-III, Gr-IV	
			Gr-I(a), Gr-I(b), Gr-II	Gr-III, Gr-IV								
1.	Adirambatnam	142	490	119	400	300	200	200	-	-	-	40
2.	Agestheswaram	560	842	324	400	300	200	200	200	150	100	40
3.	Alwarkurichi	499	748	291	400	300	200	200	200	150	100	40
4.	Ambadurai (Gandhigram)	261	490	186	400	300	200	200	200	150	100	40
5.	Ambasamudram	505	793	306	400	300	200	200	200	150	100	40
6.	Ambur	299	490	203	400	300	200	200	200	150	100	40
7.	Andipatti	371	612	239	400	300	200	200	200	150	100	40
8.	Arakkonam	253	490	183	400	300	200	200	200	150	100	40
9.	Aralvoimozhi	531	825	318	400	300	200	200	200	150	100	40
10.	Arani	202	490	160	400	300	200	200	200	150	100	40
11.	Aruppukkottai	356	590	230	400	300	200	200	200	150	100	40
12.	Attur	179	490	135	400	300	200	200	200	150	100	40
13.	Bodi	403	647	250	400	300	200	200	200	150	100	40
14.	Chengalpet	190	490	141	400	300	200	200	200	150	100	40
15.	Chennai (Metro)	244	490	179	800	600	400	320	200	150	100	40
16.	Chettinad	235	490	175	400	300	200	200	200	150	100	40
17.	Chinnasalem	137	490	117	400	300	200	200	-	-	-	40
18.	Coimbatore	400	636	245	400	300	200	200	200	150	100	40
19.	Coonoor	460	705	273	400	300	200	200	200	150	100	40
20.	Courtralam	470	716	277	400	300	200	200	200	150	100	40
21.	Dalmiapuram	205	490	160	400	300	200	200	200	150	100	40
22.	Devakottai	254	490	183	400	300	200	200	200	150	100	40
23.	Dharmapuri	310	532	207	400	300	200	200	200	150	100	40
24.	Dindigul	253	490	183	400	300	200	200	200	150	100	40
25.	Erode	299	490	203	400	300	200	200	200	150	100	40
26.	Gudiyattam	271	490	192	400	300	200	200	200	150	100	40
27.	Hosur	394	636	245	400	300	200	200	200	150	100	40
28.	Kallipatti (Salem)	230	490	171	400	300	200	200	200	150	100	40
29.	Kanchipuram	225	490	169	400	300	200	200	200	150	100	40

Sl. No.	Place	Kms	Travelling Allowance		Daily Allowance Per day				Incidental Charges			Terminal Charges
			*, #	\$, #	Gr-I	Gr-II	Gr-III	Gr-IV	Gr-I	Gr-II	Gr-III, Gr-IV	
			Gr-I(a), Gr-I(b), Gr-II	Gr-III, Gr-IV								
30.	Kanniyakumari	560	842	324	400	300	200	200	200	150	100	40
31.	Karaikudi	241	490	179	400	300	200	200	200	150	100	40
32.	Karur	235	490	175	400	300	200	200	200	150	100	40
33.	Katpadi	246	490	181	400	300	200	200	200	150	100	40
34.	Kattankulathur	200	490	144	400	300	200	200	200	150	100	40
35.	Keeranur	186	490	141	400	300	200	200	200	150	100	40
36.	Killikulam	480	726	282	400	300	200	200	200	150	100	40
37.	Kodai Road	273	490	192	400	300	200	200	200	150	100	40
38.	Kovilpatti	406	647	250	400	300	200	200	200	150	100	40
39.	Krishnagiri	357	590	230	400	300	200	200	200	150	100	40
40.	Kudikadu (Tanjore)	121	490	111	400	300	200	200	-	-	-	40
41.	Kulithalai	196	490	144	400	300	200	200	200	150	100	40
42.	Kuzhithurai	581	873	337	400	300	200	200	200	150	100	40
43.	Lalgudi	186	490	141	400	300	200	200	200	150	100	40
44.	Madurai	313	544	212	400	300	200	200	200	150	100	40
45.	Manamadurai	309	532	207	400	300	200	200	200	150	100	40
46.	Mandapam	416	658	255	400	300	200	200	200	150	100	40
47.	Mannargudi	110	490	104	400	300	200	200	-	-	-	40
48.	Marthandam	575	862	333	400	300	200	200	200	150	100	40
49.	Melmaruvathur	155	490	124	400	300	200	200	200	150	100	40
50.	Mettupalayam	432	682	265	400	300	200	200	200	150	100	40
51.	Metturdam	272	490	192	400	300	200	200	200	150	100	40
52.	MN Nallur (Sankarankoil)	443	692	268	400	300	200	200	200	150	100	40
53.	Nagapattinam	108	490	104	400	300	200	200	-	-	-	40
54.	Nagari (Madurai)	341	590	225	400	300	200	200	200	150	100	40
55.	Nagercoil	545	834	322	400	300	200	200	200	150	100	40
56.	Ooty	482	737	287	400	300	200	200	200	150	100	40
57.	Palani	310	532	207	400	300	200	200	200	150	100	40
58.	Palayamkottai	470	716	277	400	300	200	200	200	150	100	40
59.	Paramakudi	332	568	221	400	300	200	200	200	150	100	40
60.	Pattukottai	154	490	124	400	300	200	200	-	-	-	40
61.	Peravurani	174	490	133	400	300	200	200	200	150	100	40
62.	Pollachi	375	612	239	400	300	200	200	200	150	100	40
63.	Polur (Kalasapakkam)	184	490	139	400	300	200	200	200	150	100	40
64.	Ponneri	279	490	194	400	300	200	200	200	150	100	40

Sl. No.	Place	Kms	Travelling Allowance		Daily Allowance Per day				Incidental Charges			Terminal Charges
			*, #	\$, #	Gr-I	Gr-II	Gr-III	Gr-IV	Gr-I	Gr-II	Gr-III, Gr-IV	
			Gr-I(a), Gr-I(b), Gr-II	Gr-III, Gr-IV								
65.	Poondi (Kudikadu)	121	490	169	400	300	200	200	-	-	-	40
66.	Pudukottai	211	490	164	400	300	200	200	200	150	100	40
67.	Pugalur	250	490	181	400	300	200	200	200	150	100	40
68.	Rajapalayam	409	647	250	400	300	200	200	200	150	100	40
69.	Rameswaram	422	669	261	400	300	200	200	200	150	100	40
70.	Ramnad	367	602	277	400	300	200	200	200	150	100	40
71.	Royakottai	353	590	230	400	300	200	200	200	150	100	40
72.	Salem	230	490	171	400	300	200	200	200	150	100	40
73.	Salem Town	236	490	177	400	300	200	200	200	150	100	40
74.	Sangagiri	272	490	192	400	300	200	200	200	150	100	40
75.	Sankarankoil & MN Nallur	443	692	268	400	300	200	200	200	150	100	40
76.	Sattur	384	624	242	400	300	200	200	200	150	100	40
77.	Sengottai	488	737	287	400	300	200	200	200	150	100	40
78.	Sivaganga	290	490	198	400	300	200	200	200	150	100	40
79.	Sivakasi	382	624	242	400	300	200	200	200	150	100	40
80.	Srirangam	170	490	131	400	300	200	200	200	150	100	40
81.	Srivaikundam	499	748	291	400	300	200	200	200	150	100	40
82.	Srivilliputhur	398	636	245	400	300	200	200	200	150	100	40
83.	Tambaram	218	490	167	400	300	200	200	200	150	100	40
84.	Tanjore	109	490	104	400	300	200	200	-	-	-	40
85.	Tenkasi	478	726	282	400	300	200	200	200	150	100	40
86.	Thamarankottai	163	490	128	400	300	200	200	-	-	-	40
87.	Theni	388	624	242	400	300	200	200	200	150	100	40
88.	Thirukkivilur	120	490	108	400	300	200	200	-	-	-	40
89.	Thirukovilur	119	490	108	400	300	200	200	-	-	-	40
90.	Tiruppathur (North Arcot)	347	590	225	400	300	200	200	200	150	100	40
91.	Thiruvallur	244	490	179	400	300	200	200	200	150	100	40
92.	Thiruvannamalai	154	490	124	400	300	200	200	-	-	-	40
93.	Thiruveadagam (Cholavanthan)	292	490	201	400	300	200	200	200	150	100	40
94.	Tindivanam	122	490	111	400	300	200	200	-	-	-	40
95.	Tiruchendur	533	825	318	400	300	200	200	200	150	100	40
96.	Tirunelveli	470	716	277	400	300	200	200	200	150	100	40
97.	Tirupathi	351	590	230	400	300	200	200	200	150	100	40
98.	Tiruppur	349	590	225	400	300	200	200	200	150	100	40

Sl. No.	Place	Kms	Travelling Allowance		Daily Allowance Per day				Incidental Charges			Terminal Charges
			*, #	\$, #	Gr-I	Gr-II	Gr-III	Gr-IV	Gr-I	Gr-II	Gr-III, Gr-IV	
			Gr-I(a), Gr-I(b), Gr-II	Gr-III, Gr-IV								
99.	Tiruttani	328	556	216	400	300	200	200	200	150	100	40
100.	Trichy	159	490	126	400	300	200	200	-	-	-	40
101.	Tuticorin	472	726	284	400	300	200	200	200	150	100	40
102.	Udumalpet	343	590	225	400	300	200	200	200	150	100	40
103.	Vaniyambadi	315	544	212	400	300	200	200	200	150	100	40
104.	Varansi	2386	2073	827	400	300	200	200	200	150	100	40
105.	Vellore	236	490	177	400	300	200	200	200	150	100	40
106.	Velur (Paramathi)	260	490	185	400	300	200	200	200	150	100	40
107.	Virudhunagar	356	590	230	400	300	200	200	200	150	100	40
108.	Agra	2209	2002	795	400	300	200	200	200	150	100	40
109.	Ahmedabad (Metro)	2010	1918	759	800	600	400	320	200	150	100	40
110.	Aligarh	2339	2053	817	400	300	200	200	200	150	100	40
111.	Allahabad	264	490	186	400	300	200	200	200	150	100	40
112.	Alleppey	622	911	351	400	300	200	200	200	150	100	40
113.	Amristar	2885	2281	917	400	300	200	200	200	150	100	40
114.	Anand	1909	1857	734	400	300	200	200	200	150	100	40
115.	Anantapur	768	1046	404	400	300	200	200	200	150	100	40
116.	Aurangabad	1518	1588	624	400	300	200	200	200	150	100	40
117.	Bagalpur	2331	2053	817	400	300	200	200	200	150	100	40
118.	Ballari	692	980	378	400	300	200	200	200	150	100	40
119.	Bangalore (Metro)	468	716	277	800	600	400	320	200	150	100	40
120.	Barduvan	2006	1918	759	400	300	200	200	200	150	100	40
121.	Bergampur	1301	1454	570	400	300	200	200	200	150	100	40
122.	Bhopal	1715	1723	679	400	300	200	200	200	150	100	40
123.	Bhubaneswar	1470	1555	610	400	300	200	200	200	150	100	40
124.	Calicut	559	842	324	400	300	200	200	200	150	100	40
125.	Cannore	651	941	364	400	300	200	200	200	150	100	40
126.	Chandigarh	2756	2239	898	400	300	200	200	200	150	100	40
127.	Chirala	584	873	337	400	300	200	200	200	150	100	40
128.	Chittor	279	490	194	400	300	200	200	200	150	100	40
129.	Cochin	622	911	351	400	300	200	200	200	150	100	40
130.	Cuddappah	504	793	306	400	300	200	200	200	150	100	40
131.	Cuttach	1503	1588	624	400	300	200	200	200	150	100	40
132.	Dadar	1518	1588	624	400	300	200	200	200	150	100	40
133.	Delhi (Metro)	2434	2093	835	800	600	400	320	200	150	100	40
134.	Dhanbad	2168	1981	786	400	300	200	200	200	150	100	40

Sl. No.	Place	Kms	Travelling Allowance		Daily Allowance Per day				Incidental Charges			Terminal Charges
			*, #	\$, #	Gr-I	Gr-II	Gr-III	Gr-IV	Gr-I	Gr-II	Gr-III, Gr-IV	
			Gr-I(a), Gr-I(b), Gr-II	Gr-III, Gr-IV								
135.	Dharmanagar	3752	2652	1079	400	300	200	200	200	150	100	40
136.	Dharwad	962	1211	471	400	300	200	200	200	150	100	40
137.	Dehradun	2750	2218	888	400	300	200	200	200	150	100	40
138.	Durgapur	2077	1949	771	400	300	200	200	200	150	100	40
139.	Ernakulam	703	990	384	400	300	200	200	200	150	100	40
140.	Gauhati	3230	2424	980	400	300	200	200	200	150	100	40
141.	Goa	1156	1354	529	400	300	200	200	200	150	100	40
142.	Gorakpur	2635	2177	871	400	300	200	200	200	150	100	40
143.	Gujarat	1945	1874	739	400	300	200	200	200	150	100	40
144.	Gulberga	956	1202	467	400	300	200	200	200	150	100	40
145.	Gundakkal	659	941	364	400	300	200	200	200	150	100	40
146.	Guntur	639	922	358	400	300	200	200	200	150	100	40
147.	Gwalior	2123	1959	777	400	300	200	200	200	150	100	40
148.	Harihar	668	1950	368	400	300	200	200	200	150	100	40
149.	Hissar	2732	2218	888	400	300	200	200	200	150	100	40
150.	Howrah	1904	1857	734	400	300	200	200	200	150	100	40
151.	Hyderabad (Metro)	1033	1269	494	800	600	400	320	200	150	100	40
152.	Indore	1998	1908	752	400	300	200	200	200	150	100	40
153.	Jaipur (Metro)	2476	2115	844	800	600	400	320	200	150	100	40
154.	Jansi	2026	1927	763	400	300	200	200	200	150	100	40
155.	Jappalpur	1348	1470	575	400	300	200	200	200	150	100	40
156.	Kadiru	698	990	378	400	300	200	200	200	150	100	40
157.	Kakinada	947	1194	463	400	300	200	200	200	150	100	40
158.	Kanpur	2140	1970	780	400	300	200	200	200	150	100	40
159.	Karakpur	1791	1772	698	400	300	200	200	200	150	100	40
160.	Karnool	814	1088	421	400	300	200	200	200	150	100	40
161.	Kasarcod	760	1037	400	400	300	200	200	200	150	100	40
162.	Kasimpet	901	1161	450	400	300	200	200	200	150	100	40
163.	Kavali (AP)	474	726	282	400	300	200	200	200	150	100	40
164.	Kendujhargarh	1618	1656	652	400	300	200	200	200	150	100	40
165.	Kolhapur	1273	1421	557	400	300	200	200	200	150	100	40
166.	Kolkata (Metro)	1903	1887	734	800	600	400	320	200	150	100	40
167.	Kottayam	665	950	368	400	300	200	200	200	150	100	40
168.	Kurukshetra	2585	2186	861	400	300	200	200	200	150	100	40
169.	Ladeena	2754	2239	898	400	300	200	200	200	150	100	40
170.	Lucknow	2315	2042	813	400	300	200	200	200	150	100	40

Sl. No.	Place	Kms	Travelling Allowance		Daily Allowance Per day				Incidental Charges			Terminal Charges
			*, #	\$, #	Gr-I	Gr-II	Gr-III	Gr-IV	Gr-I	Gr-II	Gr-III, Gr-IV	
			Gr-I(a), Gr-I(b), Gr-II	Gr-III, Gr-IV								
171.	Madanapallee	392	636	245	400	300	200	200	200	150	100	40
172.	Mahishadel	2262	2021	804	400	300	200	200	200	150	100	40
173.	Mandya	561	852	328	400	300	200	200	200	150	100	40
174.	Mangalore	806	1078	418	400	300	200	200	200	150	100	40
175.	Manipur	3458	2529	1025	400	300	200	200	200	150	100	40
176.	Merut	2496	2115	844	400	300	200	200	200	150	100	40
177.	Morappur	296	490	203	400	300	200	200	200	150	100	40
178.	Mumbai (Metro)	1522	1588	624	800	600	400	320	200	150	100	40
179.	Mysore	610	893	344	400	300	200	200	200	150	100	40
180.	Nagarjunasagar	681	971	375	400	300	200	200	200	150	100	40
181.	Nagpur	1338	1470	575	400	300	200	200	200	150	100	40
182.	Nandyal	773	1053	407	400	300	200	200	200	150	100	40
183.	Nazareth	509	793	306	400	300	200	200	200	150	100	40
184.	Nizamabad (Nirmal)	1200	1370	534	400	300	200	200	200	150	100	40
185.	Paidur	1650	1673	657	400	300	200	200	200	150	100	40
186.	Palghat	455	705	273	400	300	200	200	200	150	100	40
187.	Patiyala	2687	2197	880	400	300	200	200	200	150	100	40
188.	Patna	2449	2093	835	400	300	200	200	200	150	100	40
189.	Puna (Metro)	1330	1470	575	800	600	400	320	200	150	100	40
190.	Puttur	355	590	230	400	300	200	200	200	150	100	40
191.	Raichur	811	1088	421	400	300	200	200	200	150	100	40
192.	Rajamundri	888	1146	445	400	300	200	200	200	150	100	40
193.	Rajkat	2386	2073	827	400	300	200	200	200	150	100	40
194.	Ramnagaram	507	793	306	400	300	200	200	200	150	100	40
195.	Ranji	1861	1823	720	400	300	200	200	200	150	100	40
196.	Roorkee	2653	2197	880	400	300	200	200	200	150	100	40
197.	Sankari (Sankaridurg)	377	612	239	400	300	200	200	200	150	100	40
198.	Shimoga (AP)	746	1030	398	400	300	200	200	200	150	100	40
199.	Srikakulam	1146	1336	521	400	300	200	200	200	150	100	40
200.	Srinivasanagar (Suratkal RS)	900	1153	447	400	300	200	200	200	150	100	40
201.	Sultanpur	2500	2115	844	400	300	200	200	200	150	100	40
202.	Surat (Metro)	1780	1772	698	800	600	400	320	200	150	100	40
203.	Trichur	532	825	318	400	300	200	200	200	150	100	40
204.	Trivandrum	645	931	360	400	300	200	200	200	150	100	40
205.	Tumkur (Karnataka)	515	803	311	400	300	200	200	200	150	100	40

Sl. No.	Place	Kms	Travelling Allowance		Daily Allowance Per day				Incidental Charges			Terminal Charges
			*, #	\$, #	Gr-I	Gr-II	Gr-III	Gr-IV	Gr-I	Gr-II	Gr-III, Gr-IV	
			Gr-I(a), Gr-I(b), Gr-II	Gr-III, Gr-IV								
206.	Ujjaini	1913	1857	724	400	300	200	200	200	150	100	40
207.	Vallioor	512	803	311	400	300	200	200	200	150	100	40
208.	Vijayawada	680	960	372	400	300	200	200	200	150	100	40
209.	Visagapatnam(Metro)	1028	1269	494	800	600	400	320	200	150	100	40
210.	Waltair	1026	1269	494	400	300	200	200	200	150	100	40
211.	Warangal	891	1153	447	400	300	200	200	200	150	100	40

Notes:

Travel upto 100 Kms actual bus fare only allowed.

* Eligible AC First Class / AC 2-Tier on production of copy of Tickets.

Includes Reservation Charges.

\$ For travel above 300 Kms where train services are not available, University employee may claim TA (AC 3 Tier) as per Annexure II.

Registrar i/c
Annamalai University

ANNEXURE – II**Revised base fare of AC classes of Mail / Express**

Distance Slabs (Kilometers)	Revised base fare of AC classes Mail Express				
	AC 3-Tier	AC 2-Tier		AC First Class	
	Basic Fare	Peak* Season	Lean Season	Peak* Season	Lean Season
	Rs.	Rs.	Rs.	Rs.	Rs.
1 – 300	440	625	605	1059	998
301 – 310	492	704	681	1190	1123
311 – 320	504	722	698	1221	1150
321 – 330	516	738	715	1249	1177
331 – 340	528	754	729	1277	1204
341 – 350	540	771	745	1307	1232
351 – 360	550	787	760	1333	1258
361 – 370	562	804	779	1363	1284
371 – 380	572	818	792	1391	1311
381 – 390	584	837	809	1420	1339
391 – 400	596	852	824	1447	1365
401 – 410	607	869	841	1476	1391
411 – 420	618	885	857	1504	1418
421 – 430	629	902	872	1533	1444
431 – 440	642	919	888	1562	1472
441 – 450	652	934	904	1589	1497
451 – 460	665	950	920	1617	1524
461 – 470	676	968	936	1646	1552
471 – 480	686	985	951	1675	1577
481 – 490	697	1001	968	1702	1606
491 – 500	708	1016	983	1731	1631
501 – 510	753	1078	1044	1814	1713
511 – 520	763	1093	1058	1840	1738
521 – 230	773	1107	1072	1864	1760
531 – 540	785	1121	1085	1889	1783
541 – 550	794	1134	1099	1913	1807
551 – 560	802	1149	1113	1939	1830
561 – 570	812	1166	1128	1964	1853
571 – 580	822	1178	1141	1987	1877
581 – 590	833	1193	1155	2014	1901
591 – 600	842	1205	1169	2037	1923
601 – 610	853	1221	1182	2063	1947
611 – 620	861	1236	1197	2087	1971
621 – 630	871	1250	1210	2112	1994
631 – 640	882	1263	1224	2138	2018
641 – 650	891	1278	1238	2162	2041

Distance Slabs (Kilometers)	Revised base fare of AC classes Mail Express				
	AC 3-Tier	AC 2-Tier		AC First Class	
	Basic Fare	Peak* Season	Lean Season	Peak* Season	Lean Season
	Rs.	Rs.	Rs.	Rs.	Rs.
651 – 660	901	1291	1251	2187	2064
661 – 670	910	1308	1265	2210	2088
671 – 680	920	1320	1277	2235	2110
681 – 690	931	1335	1293	2260	2134
691 – 700	940	1349	1307	2284	2157
701 – 710	950	1364	1321	2307	2181
711 – 720	960	1379	1334	2335	2204
721 – 730	968	1391	1347	2358	2227
731 – 740	980	1406	1363	2384	2252
741 – 750	990	1421	1377	2408	2274
751 – 760	997	1433	1387	2429	2294
761 – 770	1006	1447	1401	2452	2316
771 – 780	1013	1458	1410	2471	2334
781 – 790	1022	1470	1424	2493	2354
791 – 800	1030	1481	1435	2515	2374
801 – 810	1038	1494	1448	2534	2394
811 – 820	1048	1506	1459	2555	2414
821 – 830	1057	1518	1470	2577	2433
831 – 840	1064	1531	1482	2599	2455
841 – 850	1071	1542	1494	2619	2474
851 – 860	1080	1554	1505	2641	2494
861 – 870	1088	1567	1518	2662	2514
871 – 880	1096	1578	1529	2681	2533
881 – 890	1106	1592	1542	2704	2554
891 – 900	1113	1603	1553	2725	2575
901 – 910	1121	1614	1564	2746	2593
911 – 920	1131	1628	1577	2765	2613
921 – 930	1137	1639	1588	2787	2633
931 – 940	1146	1652	1600	2808	2655
941 – 950	1154	1664	1612	2831	2673
951 – 960	1162	1675	1622	2851	2692
961 – 970	1171	1688	1636	2871	2714
971 – 980	1179	1699	1646	2894	2732
981 – 990	1189	1713	1660	2913	2753
991 – 1000	1196	1723	1670	2935	2774
1001 – 1025	1213	1749	1696	2981	2814
1026 – 1050	1229	1773	1719	3023	2856
1051 – 1075	1247	1800	1744	3066	2898
1076 – 1100	1264	1825	1768	3109	2938

Distance Slabs (Kilometers)	Revised base fare of AC classes Mail Express				
	AC 3-Tier	AC 2-Tier		AC First Class	
	Basic Fare	Peak* Season	Lean Season	Peak* Season	Lean Season
	Rs.	Rs.	Rs.	Rs.	Rs.
1101 – 1125	1279	1849	1792	3154	2980
1126 – 1150	1296	1874	1817	3195	3020
1151 – 1175	1314	1901	1842	3240	3062
1176 – 1200	1330	1924	1865	3284	3104
1201 – 1225	1348	1950	1890	3327	3144
1226 – 1250	1363	1975	1914	3369	3186
1251 – 1275	1381	2000	1939	3414	3229
1276 – 1300	1398	2024	1961	3456	3268
1301 – 1325	1414	2051	1986	3500	3311
1326 – 1350	1430	2075	2010	3544	3351
1351 – 1375	1448	2100	2035	3588	3393
1376 – 1400	1464	2125	2058	3631	3434
1401 – 1425	1482	2151	2083	3674	3476
1426 – 1450	1499	2174	2108	3715	3516
1451 – 1475	1515	2200	2132	3761	3559
1476 – 1500	1532	2225	2156	3803	3598
1501 – 1525	1548	2249	2181	3848	3641
1526 – 1550	1566	2274	2204	3890	3681
1551 – 1575	1583	2302	2230	3936	3723
1576 – 1600	1598	2325	2253	3976	3764
1601 – 1625	1616	2351	2277	4022	3806
1626 – 1650	1633	2376	2302	4064	3846
1651 – 1675	1649	2401	2328	4108	3889
1676 – 1700	1666	2424	2352	4151	3929
1701 – 1725	1683	2450	2375	4196	3971
1726 – 1750	1700	2474	2399	4237	4011
1751 – 1775	1717	2499	2425	4282	4053
1776 – 1800	1732	2524	2447	4324	4094
1801 – 1825	1750	2551	2472	4368	4136
1826 – 1850	1767	2573	2497	4411	4176
1851 – 1875	1783	2600	2521	4456	4218
1876 – 1900	1800	2625	2544	4498	4259
1901 – 1925	1817	2649	2570	4542	4301
1926 – 1950	1834	2674	2594	4586	4341
1951 – 1975	1852	2700	2619	4628	4383
1976 – 2000	1868	2724	2642	4672	4424
2001 – 2025	1878	2740	2657	4701	4454
2026 – 2050	1887	2757	2673	4728	4478
2051 – 2075	1899	2774	2691	4757	4506

Distance Slabs (Kilometers)	Revised base fare of AC classes Mail Express				
	AC 3-Tier	AC 2-Tier		AC First Class	
	Basic Fare	Peak* Season	Lean Season	Peak* Season	Lean Season
	Rs.	Rs.	Rs.	Rs.	Rs.
2076 – 2100	1909	2787	2704	4784	4532
2101 – 2125	1919	2805	2720	4813	4561
2126 – 2150	1930	2822	2736	4840	4586
2151 – 2175	1941	2837	2753	4870	4614
2176 – 2200	1951	2853	2767	4895	4639
2201 – 2225	1962	2870	2783	4924	4669
2226 – 2250	1969	2885	2799	4952	4693
2251 – 2275	1981	2903	2814	4982	4722
2276 – 2300	1991	2917	2830	5008	4748
2301 – 2325	2002	2933	2846	5039	4776
2326 – 2350	2013	2951	2862	5064	4801
2351 – 2375	2024	2966	2878	5095	4829
2376 – 2400	2033	2981	2893	5120	4856
2401 – 2425	2044	2997	2909	5149	4884
2426 – 2450	2053	3015	2924	5176	4908
2451 – 2475	2064	3032	2940	5206	4939
2476 – 2500	2075	3045	2957	5233	4964
2501 – 2550	2095	3077	2988	5289	5017
2551 – 2600	2116	3111	3019	5345	5072
2601 – 2650	2137	3142	3050	5401	5125
2651 – 2700	2157	3174	3081	5457	5180
2701 – 2750	2178	3205	3113	5513	5232
2751 – 2800	2199	3238	3144	5568	5287
2801 – 2850	2219	3271	3177	5626	5340
2851 – 2900	2241	3302	3207	5683	5395
2901 – 2950	2260	3335	3239	5737	5448
2951 – 3000	2282	3367	3269	5793	5503
3001 – 3050	2302	3399	3303	5849	5555
3051 – 3100	2323	3432	3332	5907	5611
3101 – 3150	2344	3464	3365	5961	5665
3151 – 3200	2364	3495	3395	6019	5719
3201 – 3250	2384	3528	3427	6074	5773
3251 – 3300	2406	3560	3459	6131	5826
3301 – 3350	2427	3592	3490	6185	5880
3351 – 3400	2447	3625	3522	6243	5934
3401 – 3450	2467	3656	3552	6299	5988
3451 – 3500	2489	3689	3584	6355	6042
3501 – 3550	2510	3721	3615	6410	6096
3551 – 3600	2529	3753	3647	6466	6150

Distance Slabs (Kilometers)	Revised base fare of AC classes Mail Express				
	AC 3-Tier	AC 2-Tier		AC First Class	
	Basic Fare	Peak* Season	Lean Season	Peak* Season	Lean Season
	Rs.	Rs.	Rs.	Rs.	Rs.
3601 – 3650	2549	3785	3679	6524	6204
3651 – 3700	2572	3815	3710	6579	6258
3701 – 3750	2592	3850	3741	6635	6312
3751 – 3800	2612	3881	3772	6691	6367
3801 – 3850	2633	3913	3805	6748	6420
3851 – 3900	2654	3945	3836	6803	6474
3901 – 3950	2675	3977	3867	6860	6527
3951 – 4000	2697	4009	3899	6916	6582
4001 – 4050	2715	4043	3930	6973	6635
4051 – 4100	2737	4072	3961	7028	6691
4101 – 4150	2759	4106	3993	7084	6743
4151 – 4200	2785	4139	4024	7141	6798
4201 – 4250	2812	4170	4055	7196	6851
4251 – 4300	2839	4202	4086	7252	6906
4301 – 4350	2865	4236	4120	7308	6959
4351 – 4400	2892	4266	4150	7365	7014
4401 – 4450	2924	4300	4182	7420	7066
4451 – 4500	2948	4332	4212	7477	7121
4501 – 4550	2974	4364	4245	7533	7174
4551 – 4600	2999	4395	4274	7588	7229
4601 – 4650	3027	4430	4308	7644	7284
4651 – 4700	3054	4460	4338	7701	7337
4701 – 4750	3079	4491	4370	7758	7391
4751 – 4800	3108	4524	4401	7814	7445
4801 – 4850	3133	4556	4433	7869	7499
4851 – 4900	3163	4586	4465	7925	7553
4901 – 4950	3193	4620	4495	7980	7607
4951 – 5000	3213	4653	4527	8036	7660

Note: While calculating chargeable fares, the provisions given in Explanatory Notes should be complied with.

* Shall apply to popular trains in all seasons.

Without prior permission from the competent authority no employee is allowed to perform any tour, and such TA bills will not be admitted for claim. Post-facto approval / permission will not be entertained for any items.

Time Limit for submission of

T.A. Claim

- (a) T.A. Claims should be preferred within three months (not 90 days) from the date on which particular journey is completed – Art 52 of T.N.F.C. Vol. I.
- (b) In the case of regular touring officers, three months period shall be reckoned from the date of completion of the last journey undertaken in that month – Rule *ibid.*

**Monthly Ceiling on
Travelling Allowance**

Consequent on the increase of the Basic Pay and taking note of the increase in Daily Allowance, the monthly ceiling on Travelling Allowance is fixed as 5% of revised pay. For special case specific order should be obtained from Registrar. (Examination, PCP, and Secretariat work)



வெள்ளத் தனைய மலர்நீட்டம் மாந்தர்தம்
உள்ளத் தனையது உயர்வு

- குறள் 595



செய்தக்க அல்ல செயக்கெடும் செய்தக்க
செய்யாமை யானும் கெடும்

- குறள் 466

