

Eastern Railway

No. E 678/0/Vol. VIII

Kolkata, dated: 27/06/2013

All Concerned

Sub: Travelling Allowance Rules – Amendment to rules contained in Chapter 16 of Indian Railway Establishment Code Vol. II (Second Reprint Edition), 2005.

A copy of Railway Board's letter No. F(E)I/2010/AL-28/36 dated 23.05.2013 (**RBE No. 49/2013, PC-VI No. 318/2013**), along with its enclosures (**Advance Correction Slip No. 60**) is hereby forwarded for information, guidance and necessary action. Board's earlier letters dated 01.12.2008 & 23.04.2009, 3.10.2008, 12.9.2008, 19.8.2010, 1.12.2008, 29.12.2010, & 8.3.2011, 01.9.2011 & 14.02.2012 and 18.09.2008 cited therein under reference, were circulated vide this office serial Nos. 156/2008 & 75/2009, 124/2008, 96/2008, 23/2011, 157/2008, 02/2011, & 25/2011, 102/2011 & 22/2012 and 107/2008 respectively.

27/6/13
(P. K. Ghosh)

Asstt. Personnel Officer/R
for Chief Personnel Officer

Copy of Board's letter No. F(E)I/2010/AL-28/36 dated 23.05.2013 (**RBE No. 49/2013, PC-VI No. 318/2013**) addressed to the GMs, All Zonal Railways etc.

Sub: Travelling Allowance Rules – Amendment to rules contained in Chapter 16 of Indian Railway Establishment Code Vol. II (Second Reprint Edition), 2005.

Ref: Board's letter No. (i) F(E)I/2008/AL-28/14 dated 1.12.2008 and 23.04.2009, (ii) F(E) I/2008/AL-7/3 dated 3.10.08, (iii) E(P&A) II-2008/HRA-10 dated 12.09.2008, (iv) F(E) I/2008/AL-28/42 dated 19.8.2010, (v) F(E)I/2008/AL-28/15 dated 1.12.2008, 29.12.2010 & 8.3.2011, (vi) F(E)I/2011/AL-28/26 dated 01.09.2011 & 14.02.2012, (vii) F(E)I/2008/AL-7/2 dated 18.09.08 and F(E)I/89/AL-28/8 dated 2.11.1989.

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the President is pleased to direct that Rules 1602, 1603, 1606, 1607, 1611, 1612, 1613, 1616, 1625, 1634, 1636, 1641, 1643, 1644, 1645 and Rule 1686 contained in Chapter 16 – Travelling Allowance Rules of Indian Railway Establishment Code, Vol.II (Second Reprint Edition) 2005, may be amended as per Advance Correction Slip No. 60 enclosed as Annexure.

DA: As above.

Sd/- (Sonali Chaturvedi)
Dy. Dir. Finance (Estt.) II,

Index No. 1025: Amendment to rules contained in Chapter 16 of Indian Railway Establishment Code Vol. II (Second Reprint Edition), 2005.

Contd..2/-

INDIAN RAILWAY ESTABLISHMENT CODE, VOLUME-II

(SECOND REPRINT EDITION), 2005.

ADVANCE CORRECTION SLIP NO. 60

Chapter 16 - Travelling Allowance Rules

Section No.1 - General

(1) Substitute the following in lieu of existing **Rule 1602 (1)**:

"Rule 1602 (1) - For the purpose of admissibility to Travelling Allowance, entitlement of Railway servants will be based on the Grade Pay drawn for those drawing Grade Pay upto Rs. 10,000 and pay drawn in Pay Band for those in Pay Scale of HAG and above.

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/14 dated 1.12.2008).

(2) **Rule 1603(1)** stands deleted.

(3) Substitute the following in lieu of existing **Rule 1603(2)**:

"Rule 1603 (2) - Non-Practicing Allowance will be reckoned as Basic Pay for computing Composite Transfer Grant".

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/15 dated 1.12.2008).

Section IV - Conveyance Allowance

(1) Substitute the existing table under Rule 1606(4) with the following:

Average monthly travel on official duty	FIXED CONVEYANCE ALLOWANCE	
	For journeys by own motor car (in Rs.per month)	For journeys by other modes of conveyance (in Rs. Per month)
(1)	(2)	(3)
201-300 Kms	1120	370
301-450 Kms	1680	480
451-600 Kms	2070	640
601-800 Kms	2430	750
Above 800 Kms	3000	850

Note 1: The rates of fixed Conveyance Allowance shall automatically increase by 25% whenever Dearness Allowance payable on the revised pay structure goes up by 50%.

(Authority: Railway Board's letter No. F(E)1/2008/AL-7/3 dt.3.10.08)

(2) "NOTE 1" & "NOTE 2" below Rule 1606(4) may be read as "NOTE 2" & "NOTE 3" respectively.

(3) In clause (a) below Railway Ministry's decision under Rule 1606, substitute the figure " `20/-" with the figure " `60/-".

(Authority: Railway Board's letter No. F(E)I/2008/AL-7/2 dt. 18.09.2008)

Section V - Mileage Allowance

(1) Rule 1607 (5)

Substitute the following table in lieu of existing table under Rule-1607 (5):

Grade Pay (1)	Entitlement (2)
(i) Officers drawing grade pay of Rs.10,000 and those in pay scale of HAG and above.	Actual fare by any type of public bus including air-conditioned bus OR At prescribed rates of AC taxi when the journey is actually performed by AC Taxi OR At prescribed rates for Ordinary Taxi when the journey is actually performed by Ordinary Taxi/Own Car OR At prescribed rates for auto rickshaw for journeys by auto-rickshaw, 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. OR At prescribed rates for auto-rickshaw for journeys by auto-rickshaw/own scooter/motorcycle/moped etc.
(v) Officers drawing grade pay below Rs.2400.	Actual fare by ordinary public bus only OR At prescribed rates for auto-rickshaw/ own scooter/ motorcycle / moped etc.

- (2) Substitute the rates of Mileage Allowance mentioned at (i) & (ii) below the table under Rule 1607(5) with the following:
- (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.
- (3) In the first line of the Note-1 under Rule 1607 (5) substitute the words "pay less than Rs.6500/-" with "Grade Pay less than Rs.4200/-".
- (4) In the last line of the Note-2 under Rule 1607 (5) substitute the figure "60 paise" with "Rs.1.20".
- (5) The following note may be added as Note-4 below Rule 1607 (5):

"Note-4: The rate for Mileage allowance for road journey by taxi/own car/auto rickshaw/own scooter/tonga/cycle rickshaw/man-driven rickshaw/ bicycle/foot shall automatically increase by 25% whenever Dearness allowance payable on the revised pay structure goes up by 50%."

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/14 dated 1.12.2008 and 23.04.2009).

Section VI - Daily Allowance

- (1) Substitute the existing table in Rule 1611 with the following:

Grade Pay	Daily Allowance (per day)
Officers drawing grade pay of Rs.10,000/- and those in pay scales of HAG and above	~~Rs.520~~
Officers drawing grade pay of Rs.7600 to Rs.8900/-	Rs.460
Officers drawing grade pay of Rs.5400 to Rs.6600/-	Rs.400
Officers drawing grade pay of Rs.4200 to 4800/-	Rs.340
Officers drawing grade pay of below Rs.4200/-	Rs.210

Note: The rates of Daily Allowance shall automatically increase by 25% whenever Dearness Allowance payable on the revised pay structure goes up by 50%.

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/14 dated 1.12.2008)

(2) **Rule 1612** & Note (1), (2) & (3) below Rule 1612 stand deleted.

(3) **Rule 1613** stands deleted.

(Authority: Railway Board's letter No. E(P&A)II-2008/HRA-10 dated 12.9.2008 and F(E)I/2008/AL-28/14 dated 1.12.2008)

(4) **Rule 1616** stands deleted.

(Authority: Railway Board's letter No. E(P&A)II-2008/HRA-10 dated 12.9.2008 and F(E)I/2008/AL-28/14 dated 1.12.2008)

Section No.VII - Travelling Allowance for Journeys on Tour

(1) **Rule 1625**

In the last line of the Note-2 under Rule 1625, substitute the word "pay" with "Grade Pay".

(2) **Rule 1634**

Substitute the following in lieu of existing Rule 1634.

"The entitlement for journeys by Sea or by River Steamer, on tour, is 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	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

Accommodation entitlements for travel between the mainland and the A&N Group of Islands and Lakshadweep Group of Islands 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

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/14 dated 1.12.2008)

- (3) Substitute the following in lieu of Sub-rule (7) of Rule 1636 as under :

Rule 1636 (7)

Railway officers in pay scale of Rs. 67000-79000 or above may travel at their discretion in Business or Club Class by air within the country on tour. Officers drawing Grade Pay of Rs.10,000/- may also travel by Business/Club Class with the approval of Competent Authority. Other officers and non-officials, who are authorized to travel by air within India at Government expense, shall be entitled to travel by Economy Class only where two classes of accommodation i.e., Economy Class and Business or Club class are available on the airlines.

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/14 dated 1.12.2008)

Section VIII - Journey at or near Headquarters.

- (1) In Rule 1641 (1), substitute the words "drawing a pay of not less than ₹ 3200/- per month, under Railway Services (Revised Pay) Rules, 1986" with "in Grade Pay Rs. 4600 (PB-2) & above and drawing pay not less than Rs. 18050 in the Pay Band (excluding Grade Pay) under Railway Services (Revised Pay) Rules, 2008".

- (2) In Rule 1641 (2), substitute the words "Railway servants, gazetted or non-gazetted, drawing a pay of less than Rs.3200/- per month shall not be entitled to engage a taxi. They may be permitted to claim conveyance hire as follows:-" with "Railway servants not entitled to engage a taxi in terms of Rule 1641 (1) may be permitted to claim conveyance hire as follows:-"

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/42 dated 19.08.2010)

Section IX - Transfer Travelling Allowance

Rule 1643 (A) (1)

- (1) Substitute the following in lieu of the existing Rule 1643 (A)(1).

Journeys by Air:-

A Railway Officer holding a post in pay scale of Rs.67000-79000 and above may travel by air, at his discretion, to join the new HQs., on transfer. Officers in the grade pay of Rs 10,000/- may also be permitted to travel by air with the approval of Competent Authority, subject to exigency and where joining at transfer station has to be effected with immediate effect. The air fare will, however, be admissible for self only. No family member of any Railway servant is entitled to travel by air on transfer.

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/15 dated 01.12.2008)

- (2) Substitute the following table in lieu of Rule 1643 (B) (2):

1643 (B) (2): Charges for transportation of personal effects between places connected by rail on transfer/retirement:

(i) If the transportation of personal effects is made by rail, the rates as under will be admissible for transporting personal effects from place of residence to the Railway Station at the Old headquarters and from Railway Station to the place of residence, at the new headquarters:

Grade Pay	Rate per km for transport by road (Rs.per.km)	
	X & Y class cities*	Z class cities*
Officers drawing grade pay of Rs.4200 and above and those in pay scale HAG and above	30.00 (Rs.0.005 per kg per km.)	18.00 (Rs.0.003 per kg. per km.)
Officers drawing grade pay of Rs.2800/-	15.00 (Rs.0.005 per kg per km.)	9.00 (Rs.0.003 per kg. per km.)
Officers drawing grade pay below Rs.2800	7.50 (Rs.0.005 per kg per km.)	4.60 (Rs.0.0031 per kg. per km.)

*As per classification of cities for the purpose of admissibility of House Rent Allowance.

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.

(Authority: Railway Board's letters No. F(E)I/2008/AL-28/15 dated 29.12.2010)

(ii) If the transportation of personal effects is made by road, reimbursement of actual expenditure by road limited to rates prescribed as in (i) above will be admissible.

(Authority: Railway Board's letter No. F(E)I/2011/AL-28/26 dated 14.02.2012)

(3) The existing Note 1 & 2 below Rule 1643(B)(2) may be deleted and the following may be added as Note - 1 and 2.

Note-1: The higher rates of road mileage prescribed for 'X' and 'Y' class cities would be admissible for transfers within 'X' and 'Y' class cities; 'X' to 'Y' class cities and vice-versa; and from 'X'/'Y' class cities to 'Z' class cities and vice-versa. In all other cases of transfers within 'Z' class cities, the rates prescribed for 'Z' class cities shall be admissible.

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/15 dated 08.03.2011)

Note-2: The rates of transportation of personal effects as mentioned above shall automatically increase by 25% whenever Dearness Allowance payable on the revised pay structure goes up by 50%.

(4) Add sub-rule B(3) below Rule 1643 (B) (2):

1643 (B) (3) : The rates of transportation of personal effects by road between places connected by rail/not connected by rail would be the rates as prescribed in the table in Rule 1643 (B) (2).

(Authority: Railway Board's letters No. F(E)I/2008/AL-28/15 dated 29.12.2010 & No. F(E)I/2011/AL-28/26 dated 01.09.2011 & 14.02.2012)

(5) The following may be added below existing Rule 1643(C):

Transportation of Conveyance on Transfer/settlement after retirement:

WHEN CONVEYANCE IS SENT UNDER ITS OWN PROPULSION

Between places connected by rail	Between places not connected by rail
Prescribed rates limited to expenditure on transportation by passenger train on rail.	Prescribed rates.*

WHEN CONVEYANCE IS SENT LOADED ON A TRUCK

Between places connected by rail	Between places not connected by rail
Actual expenses limited to prescribed rates or expenditure on transportation by passenger train on rail, whichever is less	Actual expenses limited to prescribed rates.*

*Prescribed rates means, the rates notified by the concerned Directorate of Transport, for taxi and auto rickshaw, at the starting point, subject to a maximum of Rs.20/- for taxi and Rs.10/- for auto rickshaw as prescribed/revised from time to time.

(Authority: Railway Board's letter No.F(E)I/2011/AL-28/26 dated 01.09.2011)

(6) Rule 1643 (D)(II)(a)

Item No.(ii) of the table under Rule 1643 (D)(II)(a) stands deleted.

(7) Note. 1 below Rule 1643 (D)(II)(a) stands deleted.

(8) Rule 1643 (D)(II)(b)

In the last line of Rule 1643 (D) (II) (b) delete the words "irrespective of his date of joining Railway service i.e. before, on or after 1.5.76"

(9) Rule 1643 (D)(III)(vi) stands deleted.

(10) Rule 1643 (D)(IV) Quantum of Advance.

Substitute Rule 1643 (D) IV (i) & (ii) with the following:-

"The quantum or advance admissible on transfer to a serving Railway employee is 75% of the admissible amount of Composite Transfer Grant."

- (11) **Below Rule 1643 (D)(V) under Railway Ministry's Decisions,** the following may be substituted in lieu of the existing decision.

Transfer Travelling Allowance in cases, where both husband and wife are in Government service and are transferred within 60 days of his/her transfer from the same place to the same place, shall not be admissible to the spouse transferred later. In cases where the transfer takes place within six months, but after 60 days of the transfer of the spouse, fifty per cent 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 transfer 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.

(Authority: Railway Board's letter No. F(E)I/2008/AL-28/15 dated 01.12.2008)

- (12) **Rule 1644(1)** stands deleted.
- (13) **Rule 1644(2)** and Note below **Rule 1644(2)** stands deleted.
- (14) **In Rule 1644 (3),** substitute the words "Transfer Grant and Packing Allowance" with "Composite Transfer Grant".
- (15) **Rule 1644(4)** stands deleted.
- (16) **Rule 1645 I(b)** stands deleted.
- (17) The following may be substituted in lieu of Note (i) below **Rule 1645-I-(c)**

NOTE (i) A Railway servant who has been transferred within the same station or to an outstation within 20 Kms. of the old headquarters, shall be granted Composite Transfer Grant at the rate of one-third of one month's basic pay, provided there is a change of residence, as a result of transfer.

- (18) **Rule 1645 II (b)** may be substituted with the following in lieu of the existing rule:

(b) If there is a change of residence as a result of transfer, full transfer travelling allowance will be admissible if the distance between the two stations exceeds 20 Kms.

Section XXI - Journeys on a course of training

The existing sub-rule (2) of **Rule 1686** may be substituted by:

"The apprentices (whether mechanical or other categories) who are in receipt of the concession of free boarding and lodging at their headquarters may be allowed Travelling Allowance applicable to the category to which they are apprentices provided they are required to undertake such journeys as a part of their training and no free boarding is arranged for them."

(Authority: Board's letter No. F(E)I/89/AL-28/8 dated 2.11.89)
