HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Government Undertaking)
OFFICE ORDER

In continuation to the office order No.HPSEB (Sectt)/R&E/154-3/2011-39320-540 dated 9.7.12, it is clarified that Para 4(5) of H.P. Govt. O.M. dated 2.6.2006 adopted in HPSEB Ltd. vide office order No. HPSEB(SECTT) / R&E/154-3/2006-40996-41196 dated 22.7.2006 shall be applicable to HPSEB Ltd. in the manner as under:-

Para 4(5): For the time spent in journey, the rates of Daily allowance will be admissible as under:-

Category	Rate(Rs.)
A	120
B	96
C	84
D	72
E	60

The other provisions of T.A./D.A. entitlements/rates etc. shall continue to be applicable as heretofore as per the office order No.HPSEB (SECTT) / R&E/154-3/99-118301-501 dated 18.2.1999 and 22.7.2006 respectively.

The revised entitlements/rates of T.A/D.A. shall be admissible w.e.f. 1.6.2012.

Executive Director (Personnel),
HPSEB Ltd. Vidyut Bhawan,
Shimla-4.

No.HPSEBL(SECTT)/R&E/154-3/2011-12-41261-41481 Dated:- 18-07-12

Copy forwarded for information and necessary action to:-

1. The Managing Director, H.P. Power Corpn. Ltd, Shimla-5.
2. The Managing Director, HPTCL, Barowalia House, Khilini, Shimla-2,
3. The Managing Director BVPC, Jogindernagar.
4. The Managing Director, Punatsangchhu Hydroelectric Project Authority (PHPA), Thimphu, Bhutan Post Box No.908.
5. The Directorate of Energy, Govt. of H.P. Shanti Bahwan, Phase-II, Sector-6, New Shimla.
6. All the Chief Engineers in HPSEB Ltd..
7. The Chief Electrical Inspector to the Govt. of H.P,Shimla.
8. The Chief Engineer, Chamera Hydel Project, Dalhousie.
9. The Chief Engineer, F&A NHPC Ltd. Sector-35, Faridabad, Haryana.
10. The Chief (Personnel), REC Ltd.Core-4 Scope Complex-7 Lodhi Road, Delhi.
11. The Secretary, BBMB, 19, B Madhya Marg Chandigarh.

12. The Director (Personnel),Satluj Jal Vidyut Nigam Himfed Building Shimla
13. The Chief Accounts Officer/Chief Auditor, HPSEB Ltd., Shimla-4.
14. The Financial Advisor &CA (BBMB Nangal Township) Pb.
15. The Secretary, H.P. Regulatory Commission, Khalini Shimla.
16. The General Manager, PHEP, NHPC, Bhunter.
17. The General Manager, RITES, Ltd.Rites Bhawan No. Sector-29 Gurgaon-122801.
18. The General Manager NTPC Kol Dam, Bharmana Distt. Bilaspur.
19. The Deputy Manager (HR), NTPC, Bhawan, Scope Complex Institution area Lodhi Road New Delhi-11003.
20. The Director Himurja Shimla-9.
21. The Deputy Commissioner Cum-CEO, DRDA, Shimla.
22. The Commissioner Municipal Corporation Chandigarh.
23. All the Superintending Engineers in HPSEB Ltd.
24. The Dy. Director (IT), HPSEB Ltd, Shimla-4, for uploading the same in the website of HPSEB Ltd..
25. The Chief Projects Manager, REC Ltd. Chandigarh, SCO 1072-73 Sector-22 B, Chandigarh.
26. The Land Acquisition Officer, NTPC, Sundernagar.
27. The Dy. Secretary (Law) HPSEB Ltd., Shimla-4.
28. The Land Acquisition Officer, HPSEB Ltd./HPPCL, Shimla-4/ Mandi.
29. The Addl. Secretary-cum-P.S to CMD, HPSEB Ltd., Shimla-4.
30. All the Additional /Deputy/Under Secretaries in the Sectt. of HPSEB Ltd.
31. All the Spl. P.S/Sr.P.S/PS to CMD/Directors/ Executive Director (Pers) in the Sectt. of HPSEB Ltd.
32. The Secretary Forum for Redressal of Grievances of HPSEB Ltd., Consumers, Kasumpti, Shimla-9.
33. All the Sr. Executive Engineers/Resident Engineers in HPSEB Ltd.
34. The Dy Director (Pers.)/PO/PRO in the Sectt. of HPSEB Ltd.
35. All S.Os in the Sectt. of HPSEB Ltd.
36. Guard file.

Executive Director (Personnel),
HPSEB Ltd. Vidyut Bhawan,
Shimla-4.

HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED
(A State Government Undertaking)
OFFICE ORDER

In continuation to this Office Memorandum No.HPSEB (Sectt)/R&E/154-3/99-118301-501 dated 18.2.99 and subsequent Office Order No.HPSEB(SECTT)/R&E/154-3/2006-40996-41196 dated 22.7.2006 the Himachal Pradesh State Electricity Board Limited is pleased to decide that the instructions contained in H.P. Govt. Office Memorandum No.Fin(C) -B(7)-1/2009 dated 20.4.2012 (copy enclosed) shall also be applicable to the employees of HPSEB Ltd. w.e.f. 1.6.2012 with the following modifications:-

1. The column No.(ii) of I i.e. pay scale in the case of Judicial Officers shall be deleted.

2. The column No.(ii) of I(A) i.e. Pay Scale of Post-Rs.57,700 and above be deleted.

3. The column No.(ii) of I(B) i.e. Pay Scale of the Post Rs.33,090/- and above but less than the pay scale of the post Rs.57,700/- be deleted.

4. The column No.(ii) of I(C) i.e. Pay Scale of post Rs.27,700/- and above but less than the pay scale of the post Rs.33,090/- be deleted.

5. The word "State Govt. Employees/officials" wherever appeared in the H.P. Govt. O.M dated 20.4.2012 may be read as HPSEB Ltd. employees.

6. The Grade Pay may please be read as Rs.1700/- instead of Rs. 1300/- in the Column-1 of (i) E.

Executive Director (Personnel),
HPSEB Ltd. Vidyut Bhawan,
Shimla-4.

No.HPSEBL(SECTT)/R&E/154-3/2011-12-39320-540 Dated:- 9-7-12

Copy forwarded for information and necessary action to:-

1. The Managing Director, H.P. Power Corpn. Ltd, Shimla-5.
2. The Managing Director, HPTCL, Barowalia House, Khilini, Shimla-2,
3. The Managing Director BVPC, Joginderngar.
4. The Managing Director, Punatsangchhu Hydroelectric Project Authority (PHPA), Thimphu, Bhutan Post Box No.908.
5. The Directorate of Energy, Govt. of H.P. Thakur Vatika. Khilini, Shimla-2.
6. All the Chief Engineers in HPSEB Ltd.
7. The Chief Electrical Inspector to the Govt. of H.P.Shimla.
8. The Chief Engineer, Chamera Hydel Project, Dalhousie.
9. The Chief Engineer, F&A NHPC Ltd. Sector-35, Faridabad, Haryana.
10. The Chief (Personnel), REC Ltd.Core-4 Scope Complex-7 Lodhi Road, Delhi.
11. The Secretary, BBMB, 19. B Madhya Marg Chandigarh.
12. The Director (Personnel),Satluj Jal Vidyut Nigam Himfed Building Shimla.
13. The Chief Accounts Officer/Chief Auditor, HPSEB Ltd., Shimla-4.
14. The Financial Advisor &CA (BBMB Nangal Township) Pb.

Contd...2

15. The Secretary, H.P. Regulatory Commission, Khalini Shimla.
16. The General Manager, PHEP, NHPC, Bhunter.
17. The General Manager, RITES, Ltd.Rites Bhawari No. Sector-29 Gurheon-122801.
18. The General Manager NTPC Kol Dam, Bharmana Distt. Bilaspur.
19. The Deputy Manager (HR), NTPC, Bhawan, Scope Complex Institution area Lodhi Road New Delhi-11003.
20. The Director Himurja Shimla-9.
21. The Deputy Commissioner Cum-CEO, DRDA, Shimla.
22. The Commissioner Municipal Corporation Chandigarh.
23. All the Superintending Engineers in HPSEB Ltd.
24. The Dy. Director (IT), HPSEB Ltd, Shimla-4, for uploading the same in the website of HPSEB Ltd..
25. The Chief Projects Manager, REC Ltd. Chandigarh, SCO 1072-73 Sector-22 B, Chandigarh.
26. The Land Acquisition Officer, NTPC, Sundernagar.
27. The Dy. Secretary (Law) HPSEB Ltd., Shimla-4.
28. The Land Acquisition Officer, HPSEB Ltd./HPPCL, Shimla-4/ Mandi.
29. The Addl. Secretary-cum-P.S to CMD, HPSEB Ltd., Shimla-4.
30. All the Additional /Deputy/Under Secretaries in the Sectt. of HPSEB Ltd.
31. All the Spl. P.S/Sr.P.S/PS to CMD/Directors/ Executive Director (Pers) in the Sectt. of HPSEB Ltd.
32. The Secretary Forum for Redressal of Grievances of HPSEB Ltd., Consumers, Kasumpti, Shimla-9.
33. All the Sr. Executive Engineers/Resident Engineers in HPSEB Ltd.
34. The Dy Director (Pers.)/PO/PRO in the Sectt. of HPSEB Ltd.
35. All S.Os in the Sectt. of HPSEB Ltd.
36. Guard file.

Executive Director (Personnel),
HPSEB Ltd. Vidyut Bhawan,
Shimla-4.

A	(i) Grade Pay Rs.10,000/- and above (ii) Pay Scale of Post- Rs.57,700/- and above
B	(i) Grade Pay from Rs.6600/- and above but less than Rs.10,000/-. (ii) Pay Scale of the post- Rs.33,090/- and above but less than the pay scale of the post- Rs.57,700/-
C	(i) Grade Pay from Rs.5000/- and above but less than the Grade Pay of Rs. 6600/- (ii) Pay Scale of post- Rs.27,700/- and above but less than the Pay scale of the post - Rs. 33,090/-
D	(i) Grade Pay from Rs.3000/- and above but less than the Grade Pay of Rs. 5000/-
E	(i) Grade Pay from Rs.1300/- and above but less than Rs.3000/-

The existing Grading pattern as prescribed in Para 2 (2) and 2 (3) of Finance Department O.M. No. Fin-C-B(7)-14/98, dated the 8th December, 1998 stand deleted.

II. Existing Para 4 (1) of Finance Department O.M. No. Fin-C-B (7)-14/98, dated the 8th December, 1998 which stood substituted vide O.M. No. Fin (C)-B (7)-14/98, dated 2nd June, 2006 is further amended as under:-

Para 4 (1) Rates of Daily Allowance within Himachal Pradesh

CATEGORY	Revised Rates of Daily Allowance within the State of H.P. (Rs. per day)
A	250
B	200
C	180
D	160
E	130

Existing Para 4 (3) of Finance Deptt. O.M. No. Fin-C-B (7)-14/98, dated the 8th December, 1998 stands substituted as under:

III. Existing Para 4 (3) (a), (b) and (c) of Finance Department O.M. No. Fin-C-B (7)-14/98, dated the 8th December, 1998 stands substituted by the following:-

Para 4 (3) The whole State of Himachal Pradesh is uniformly categorized in one group.

IV. Existing Para 4 (4) of Finance Department O.M. No. Fin-C-B (7)-14/98, dated the 8th December, 1998 which stood substituted vide O.M. No. Fin (C)-B (7)-14/98, dated 2nd June, 2006 is further amended as follows:-

(a) Hyderabad and Ahmedabad are added to the category of Metros for the purpose of Daily Allowance outside Himachal Pradesh.

-3/-

No. Fin (C)-B(7)-1/2009
Government of Himachal Pradesh
Finance (Regulation) Department

Dated Shimla-171002, 25th April, 2012.

OFFICE MEMORANDUM

Subject: **Amendment of existing provisions and revision of entitlements of Travelling Allowance and Daily Allowance to the State Government employees.**

The matter regarding revision of entitlement/rates of Travelling Allowance and Daily Allowance was receiving attention of the Government for some time. After careful consideration of the matter, the Governor, Himachal Pradesh, in partial modification of this Department OM No. Fin(C)-B(7)-14/98, dated the 8th December, 1998 and subsequent OM dated the 2nd June, 2006, is pleased to order amendments of existing provisions and revision of entitlements / rates of TA/DA in respect of State Government employees in the manner as under:-

I. GRADATION: The existing Grading pattern as prescribed in Para 2 (1) of Finance Department O.M. No. Fin-(C)-B(7)-14/98, dated the 8th December, 1998 is substituted as under:-

Existing Grading Pattern	Category
I	A
II	B
III	C
IV	D
V & VI	E

CATEGORY	Grade Pay/Pay Scale (i) Grade Pay in the case of State Govt. officials (ii) Pay Scale in the case of Judicial Officers

(b) Rates of Daily Allowance outside Himachal Pradesh

CATEGORY	Rate of Daily Allowance for Delhi/ Chennai/ Mumbai/ Calcutta/ Bangalore/Hyderabad/ Ahmedabad Metros (Rs. per day)	Other Places (Rs. per day)
A	500	400
B	350	300
C	250	200
D	250	200
E	250	200

V. Existing Para 5 (1) of Finance Department O.M. No. Fin-C-B (7)-14/98, dated the 8th December, 1998 which stood substituted vide O.M. No. Fin (C)-B (7)-14/98, dated 2nd June, 2006 is further amended as follows:-

Para 5 (1):Rates for Re-imbursement of Hotel Rent.

The maximum rates of re-imbursement of hotel rent to the State Government employees who stay in hotels, guest houses run on commercial lines while on duty, on production of receipt shall be as follows:-

CATEGORY	Rates admissible in Delhi/ Chennai/ Mumbai/ Calcutta/ Bangalore/Hyderabad/Ahmedabad (Rs. per day)	Rates admissible in other places outside the State (Rs. per day)
A	5000	1600
B	3000	1200
C	1500	800
D	1000	600
E	1000	500

This is the maximum limit as per entitlement subject to the production of actual receipt of Hotel rent. There will, however be no re-imbursement for food. However, in case of Delhi re-imbursement is allowed only on non-availability of accommodation in Himachal Bhawan and Himachal Sadan at New Delhi and for Chandigarh on non availability of accommodation at Himachal Bhawan as per the guidelines issued by the GAD.

VI. Existing Para 8 of O.M. No. Fin-C-B (7)-14/98, dated 8th December, 1998 is amended as follows:-

Para 8 Public Transport Entitlements

GROUP	Entitlements
A, B & C	A.C. Bus
D	Deluxe Bus
E	Ordinary Bus

..4/-

VII. Existing Para 14 (1) of O.M. No. Fin-C-B (7)-14/98, dated 8th December 1998 is amended as under:-

Para 14(1) Local Transportation Allowanceon Tour and Training

Metropolitan cities i.e. Delhi, Mumbai, Calcutta, Chennai, Bangalore, Hyderabad and Ahmadabad, the entitlement of fixed amount for meeting local transportation cost will be as under:-

GROUP	Local Transportation Allowance (Rs. per day)
A to C	500
D to F	250

VIII. Existing Para-15 (2) of O.M. No. FinC-B (7)-14/98, dated 8th December 1998 is amended as under:-

Para 15 (2) Terminal Transportation Charges:

For the tour stations specified in Para 15 (3), terminal transportation charges shall be admissible at the following rates:-

GROUP	Terminal Transportation Charges (Rs. per station)
A to C	200/-
D to E	100/-

The rest of the provisions of T.A./D.A. entitlements/rates etc. shall continue to be applicable as heretofore as per the Finance Department O.M. No.Fin-C-B(7)14/98, dated 8th December, 1998 and 2nd June, 2006 respectively.

The revised entitlements/rates of T.A./D.A. shall be allowed with effect from 1st April, 2012 onwards.

Sd/-
Dr. Shrikant Baldi
Pr. Secretary(Finance)to the
Government of Himachal Pradesh.

All Administrative Secretaries to the
Government of Himachal Pradesh, Shimla-2

Endst. No. As above Dated Shimla-171002, the 20th April, 2012.
Copy to :-

1. The Registrar General, High Court, H.P. Shimla.
2. The Secretary, H.P. Vidhan Sabha, Shimla-171004.
3. The Principal Accountant General, Himachal Pradesh, Shimla-171003

-5/-

4. The Accountant General (A&E), Himachal Pradesh, Shimla-3.
5. The Divisional Commissioners, Shimla/Kangra/Mandi Divisions, Himachal Pradesh.
6. The Resident Commissioner, H.P. Himachal Bhawan, Sikandra Road, New Delhi.
7. All Heads of Departments in Himachal Pradesh.
8. The Secretary, H.P. Public Service Commission, Nigam Vihar, Shimla-2.
9. All Deputy Commissioners in Himachal Pradesh.
10. The Director, IF Department, Himachal Pradesh, Shimla- 2.
11. The Secretary, H.P Electricity Regulatory Commission, Khalini, Shimla.
12. The Secretary, Lokayukta, Pine Grove Building, Shimla-2.
13. The Registrar, H.P.State Consumer Commission, Shimla.
14. The Secretary, H.P. Subordinate Services Selection Board, Hamirpur.
15. All District Treasury Officers/ Treasury Officers in H.P.
16. The Resident Commissioner, Pangi, Chamba, Himachal Pradesh.
17. The Deputy Commissioner, Relief and Rehabilitation, Bias Project, Raja Ka Talab, Kangra, H.P.
18. The Controller, Deptt. of Personnel, H.P. Sectt., Shimla-2.
19. The Section officer(S.A. Accounts), H.P.Sectt., Shimla-2 with 10 spare copies.
20. Guard File.

Joint Secretary (Finance) to the
Government of Himachal Pradesh

Copy of C.M.No.FIN-C-B(7)-14/98 dated 8.12.1998 received from Additional Secretary (Finance Reg.) to the Govt.of H.P.addressed to all Administrative Departments and endorsed to all Heads of Depts, and others.

Subject:- Payment of travelling allowance/daily allowance etc. to State Government employees in Himachal Pradesh.

As a result of revision of Pay Scales with effect from 1.1.1996, the question of prescribing revised rates of travelling allowance, daily allowance etc.was receiving attention of the Government.Accordingly, in supersession of this Department Office Memorandim No.Fin (C)B(7)-2/88-III dated 24th June,1993 and further orders issued thereunder from time to time, the Governor, Himachal Pradesh, is pleased to order that the revised rates/ entitlements as indicated hereunder shall apply to the State Government employees for tours undertaken on or after 1st January, 1998.

2. GRADATION:-

For the purpose of supplementary Rule-7, the revised grading of Government employees shall be as under:-

Grade	Basic pay
I	Rs.15,000/- and above.
II	Rs.10,000/- and above but less than Rs.15,000/-
III	Rs. 6,000/- and above but less than Rs.10,000/-
IV	Rs. 5,000/-and above but less than Rs. 6,000/-
V	Rs. 4,000/-and above but less than Rs. 5,000/-
VI	Below Rs.4,000/-

(2) For the purpose of Gradation only basic pay shall be taken into account.

...2...

In case of those employees who opt to retain the d scales of pay, the "Basic pay" for the purpose of will include stagnation increment and additional pay, if ess allowance and interim relief appropriate to that under orders in existence as on 1.1.1996.

DAILY ALLOWANCE:-

(1) The rates of daily allowance will be as under:-

Rates of daily allowance within Himachal Pradesh

	Ordinary Hill Tracts	Special Hill Tracts	Expensive and Remote Locality
	Rs.	Rs.	Rs.
A	80/- (25%)	100/- (25%)	120/- (50%)
B	64/-	80/-	110/-
C	56/-	70/-	100/-
D	40/-	60/-	85/-
	../-	..	..
E	40/-	50/-	70/-
	32/-	40/-	60/-

(2) No enhancement over and above these rates is ed.

(3) For regulating the payment of daily allowance, exis ing classification of areas the Himachal Pradesh into groups shall remain in operation as under:-

(a) Expensive and Remote localities:

1. Lahaul & Spiti
2. Kinnaur district;
3. Bharmour Sub-Division and Pangi Sub-Division of Chamba district.
4. Pargana of Pandrabbis, Outer Seraj and Malana Panchayat areas of Kullu District;
5. Chhuhar Valley of Joginder nagar Tehsil of Mandi District;

Contd:-page-3-:

Mangal Panchayat area of Solan district;

7. Dodra Kuar area of Rohroo tehsil, Pargana of Chaubis, Neubis, Barabis, Pandrabis and Atharabis, Sarahan and Gram panchayat of Munish, Darkali and Kashapat of Rampur tehsil of Shimla district; and

8. Chhota Bhangal and Bara Bhangal areas of Palampur Sub-Division of Kangra district.

(b) Special Hill Tracts:

1. Janjehli Block of Chachiot tehsil of Mandi district;
2. Chopal tehsil of Shimla district;
3. Trans-Giri Tract of Sirmour district;
4. Churah tehsil and Salooni tehsil, Kunr panchayat and Belej Pargana of Chamba tehsil of Chamba district; and
5. Manali-Ujhi area, Parvati and Lagg valley and Banjar Block of Kullu district.

(c) Ordinary Hill Tracts:

1. All other remaining areas which are not covered by the above groups.

(4) Rates of daily allowance outside Himachal Pradesh (per day)

Grade	Delhi/Chennai/Mumbai/ Calcutta and Banglore	Other Places
	Rs.	Rs.
I	120/-	96/-
II	96/-	80/-
III	84/-	72/-
IV	72/-	64/-
V	60/-	56/-
VI	48/-	40/-

(5) For the time spent in journey, the rate of daily

Contd.Page-4-:

allowance will be admissible as under:-

Grade	Rate Rs.
I	80/-
II	64/-
III	56/-
IV	48/-
V	40/-
VI	32/-

RE-IMBURSEMENT OF HOTEL RENT:-

(1) The maximum rates of re-imbursement of Hotel rent to the State Government employees who stay in hotels and tourist banglows run on commercial lines while on duty outside the Pradesh, on production of receipt, shall be as under:-

Grade	Delhi/Chennai/Mumbai/ Calcutta and Banglore	Other Places outside H.P.
	Rs. (per day)	Rs. (per day)
I	500/-	450/-
II	450/-	350/-
III	400/-	270/-
IV	240/-	200/-
V	200/-	150/-
VI	120/-	90/-

(2) Government servants who claim re-imbursement of actual hotel rent shall also be entitled to daily allowance equivalent to 3/4 of daily allowance entitlements in addition to re-imbursement of actual hotel rent.

(3) The employees who they do not succeed in securing accommodation in Rest Houses, etc. while on tour to Shimla and have to stay in Hotels and Tourist Banglows run of Commercial lines shall be re-imbursed actual hotel rent upto the maximum limit as prescribed in.....

era 5 above for "Other Places outside Himachal Pradesh". For such re-imbursement the employees concerned shall have to produce receipt.

(4) In case of non-availability of accommodation in Himachal Bhawan at New Delhi and certificate to this effect is issued in favour of the concerned Officer/Official by the General Administration Department, tariff for stay in hotles run by the ITDC as specified vide this Department O.M.No.Fin(C) E(7)-1/97 dated 29.1.1998 will be re-imbursed subject to the production of receipt and other conditions laid down in this behalf from time to time.

5. RAILWAY ENTITLEMENTS:-

(1) The revised gradation for the purpose of Supplementary Rule 34 i.e. entitlement of Railway accommodation, shall be as under:

Grade	Travel entitlement
I	Ist Class A.C./Shatabadi Executive Class
II	Shatabadi A.C.Chair Car/A.C.Two Tier Sleeper/Ist Class.
III & IV	Ist Class/A.C.Chair Car/A.C. three Tier.
V & VI	IInd Class Sleeper

(2) Where an official journey by train is cancelled in public interest cancellation and reservation charges shall be re-imbursed to the Government servant directly by the Department/office concerned in similar circumstances these charges in respect of members of family of a Government servant shall also be re-imbursed.

(3) Reservation charges/Surcharge levied by Railways in respect of all classes of rail accommodation will be re-imbursed to the Government servant treating these charges as part of the fare. The telegram expenses charged by the Railways in connection with the reservation of accommodation in trains, for onward and or return journeys, by Govt. servant travelling on duty, will also be.....

Contd.P-6:

re-imbursed to the Government servant concerned.

(4) Service charges levied by the recognised Travellers, Agents by the Zonal Railways for getting railway reservation shall be reimbursed as ordered vide this O.M.No.Fin-C-A(3)-7/98 dated 29th August, 1998.

7. AIR ENTITLEMENTS:-

The entitlement for travel by air shall be as under:-

Grade	Entitlement
I	At discretion.
II	On the condition that the distance is more than 500 Kms and journey cannot be performed over-night by rail or journey is to be performed within Himachal Pradesh or Himachal Pradesh to Delhi/ Chandigarh or Delhi/Chandigarh to Himachal Pradesh.

The aforesaid condition of 500 Kms distance is not applicable to Grade-II employees for air journeys within Himachal Pradesh or Himachal Pradesh to Delhi/Chandigarh or Delhi/Chandigarh to Himachal Pradesh.

8. PUBLIC TRANSPORT ENTITLEMENT:

The entitlement of road travel by public transport would be as under the term "Public Transport" would include ordinary bus and air conditioned bus.

Grade	Entitlement
S. I	A.C.Bus
II & IV	Deluxe Bus
V and VI	Ordinary Bus

ENTITLEMENT BY ROAD TRANSPORT:-

Grade.	Entitlements
I &II	By taking a single seat in a public transport, or by motor cycle/scooter or by engaging full taxi/own car as per conditions prescribed in para 10 (3).
III to VI	By taking a single seat in a public transport or by motor cycle/scooter. They will not be entitled/eligible to travel by engaging full taxi/own car.

10. ROAD MILEAGE:-

(1) The rates of road mileage shall be as under:-

(a) Own car:

Journey within Himachal Pradesh.....Rs.3.50 per K.M.

Journey outside Himachal Pradesh.....Rs.3.00 per K.M.

(b) Full Taxi:

Journey within Himachal Pradesh.....Rs. 3.00 per KM

(c) Scooter/Motor Cycle:

Journey within Himachal Pradesh.....Rs. 1.20 per KM

Journey Outside Himachal Pradesh.....Rs.1.00 per KM

(2) These rates of mileage allowance prescribed for travelling by own car will apply in cases where the Government servant would themselves drive their own vehicle and do not ask for the services of a staff car or departmental vehicle driver to drive

he private car. If, however, a Government servant at his own optic vails of the services of a Government driver to drive his own car, he rate of mileage allowance payable to him will be Rs. 0.50 per K.M. less for the hilly areas and 25 paisa per K.M. less for plain areas. Such facility of staff car drivers will be allowed only to those officers who are otherwise entitled to a staff car and staff car driver for the particular journey.

(3) Only Secretaries/Special Secretaries/Heads of the Departments with a basic pay of Rs.12,400/- per month and above shall be entitled to use their own car/full taxi on official tour.

11. CARRIAGE OF PERSONAL EFFECTS:-

(1) The maximum entitlements of officers of different grades for carriage of personal effects on transfer shall be as follows:

Grade	Personal effects that can be carried.
I & II	6,000 Kgs
III & IV	3,000 Kgs
V	1,500 Kgs
VI	1,000 Kgs.

(2) For the carriage of personal effects by rail, the employees shall be re-imbursed the actual charges by goods train

(3) The allowance carriage of personal effects between places connected by road only will be at the following uniform rates:

Gr.	Special Hill Tracts/ Expensive and remote Localities within the Pradesh.	Other Places
	Rs. (per KM)	Rs. (per KM)
I & II	16.50	10.50
III & IV	9.00	5.25
V	4.50	3.00
VI	3.75	2.25

(4) For carriage of personal effects partly by rail and partly by road transport, the employees shall be re-imbursed the actual expenses for carriage of personal effects by goods train and the allowance for carriage of personal effects by road transport at the rates prescribed in para 11(3) above.

(5) For such places which are neither connected by rail nor by road the rates for carriage of personal effects on Horses, Mules or Porters shall be as notified by the Deputy Commissioner.

12. TRANSFER GRANT:-

The entitlements for transfer grant shall be as under:-

Grade	Rate Rs.
I	1,000/-
II	800/-
III	500/-
IV	400/-
V	300/-
VI	200/-

Entitlements--

Grade-I.....	4 Mules or Horses	3 porters in lieu of each mule/horse are admissible due to areas being unfit for transportation by mules/horses provided it is certified that porters were utilised exclusively for carrying personal effects and equipments.
Grade-II...	3 Mules or Horses	
Grade-III.... and IV	2 Mules or Horses	
Grade-V ..... and VI	1 Mule or Horse	

RATES- The rates for hiring mules, horses and porters shall be as notified by the concerned Deputy Commissioners.

(4) For journeys which are performed on foot the rates of mileage allowance shall be as under:-

Gradation	Ordinary hill tracts Rs. (per Km)	Special hill tracts Rs. (per Km)	Expensive and remote localities Rs. (per Km)
Grade-I Grade-II Grade-III	1.00	1.50	2.50
Grade-IV Grade-V Grade-VI	0.80	1.00	2.00

14. LOCAL TRANSPORATION ALLOWANCE:-

(1) For local journeys performed at tour stations other than Delhi no local transporation allowance shall be admissible. For Metropolitan cities of Delhi Mumbai, Calcutta Chennai and Banglore entitlements of fixed meeting local transportation cost while on tour/ training in respect of Government.

Contd.Page-12-:

vant who neither use staff car/Govt. vehicle for their icial work shall be as under:

Grade	Rate (per day) Rs.
I to III	150/-
IV to VI	75/-

(2) The above re-imbursement will be made after a rtificate of actual utilisation is given by the concerned ficer/official.

TERMINAL TRANSPORTATION CHARGES:-

1) Terminal transportation charges shall be dmissible at the rates specified in para 8 to 10 from headquarters as well as all tour stations, other than those pecified in para 15(3). These shall cover expenditure incurred n journey performed from residence to place of embarkation at eadquarters, and place of disembarkation to place of stay or luty point in the tour station as also similar return journeys.

(2) For the tour stations specified in para 15(3), travel transportation charges shall be admissible at the following rates:-

Grade	Fixed amount Rs.
I to III	150/-
IV to VI	75/-

3) The specified tour stations mentioned in para 15(2) are as under:-

1.	Andhra Pradesh	Hyderabad Urban Agglomeration.
2.	Bihar	Patna Urban Agglomeration, Dhanbad Urban Agglomeration, Jameshedpur Urban Agglomeration.
3.	Delhi	Delhi Urban Agglomeration.
4.	Gujarat	Ahmedabad Urban Agglomeration, Surat Urban Agglomeration, Vadodra Urban Agglomeration,

Copy of O.M. No. Fin (C) B (7)-1-4/98 dated 2nd June, 2006 received from the Additional Secretary (Fin--Reg) to the Govt. of H.P addressed to all the Administrative Departments, to the Govt. of H.P and others.

OFFICE MEMORANDUM

Subject: - **Payment of travelling Allowance/Daily Allowance etc. to State Government employees in Himachal Pradesh.**

The undersigned is directed to invite a reference to this departments O.M. of even number dated 8th December, 1998 on the subject cited above and to say that the matter regarding revision in the rates of TA/DA of State Government employees was under consideration of the Government for sometime past. Now, it has been decided by the Government to further substitute Para-4(1), Para-4(4), Para-4(5), para-5, Para-10(c) and Para-12 of the Office Memorandum dated 8th December. 1998 with immediate effect as under:-

Para-4(1) **The rates of daily allowance will be as under:-**

Rates of daily allowance within Himachal Pradesh

Grade	Ordinary Hill Tracts	Special Hill Tracts	Expensive and Remote Locality.
	(Rs.)	(Rs.)	(Rs.)
I	120	150	180
II	96	120	165
III	84	105	150
IV	72	90	128
V	60	75	105
VI	48	60	90

Para-4(4) **Rates of daily allowance outside Himachal Pradesh (per day)**

Grade	Delhi/Chennai/Mumbai/ Calcutta and Banglore	Other Places
	Rs.	*Rs.*
I	180	144
II	144	120
III	126	108
IV	108	96
V	90	84
VI	72	60

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Para-4(5) **For the time spent in journey, the rates of daily allowance will be admissible as under:-**

Grade	Rate (Rs.)
I	120
II	96
III	84
IV	72
V	60
VI	48

Para-5 **Reimbursement of Hotel rent**

(1) The maximum rates of re-imbursement of hotel rent to the State Government employees who stay in hotels and tourist banglows run on commercial lines while on duty outside the Pradesh , on production of receipt shall be as under:-

Grade	Delhi/Channai/Mumbai/ Calcutta and Banglore	Other places outside H.P.
I	1200	900
II	900	720
III	800	540
IV	480	400
V	400	300
VI	240	180

PARA-10(c) Scooter/Motor Cycle.

Journey within Himachal Pradesh	Rs.2.00 per k.m.
Joueney outside Himachal Pradesh	Rs.2.00 per k.m.

PARA-12 TRANSFER GRANT:-

The Entitlements for transfer grant shall be as under:-

Grade	Rate(Rs.)
I	1500
II	1200
III	900
IV	600
V	450
VI	300

The gradations however, will remain same as has earlier been notified vide this Department's OM of even number, dated 8th December, 1998.

Sd/-
Additional Secretary(Fin. Reg.) to the Government of Himachal Pradesh.