

File No.17-01/2017-PAP
Government of India
Ministry of Communication
Department of Posts
Establishment Division/P.A.P Section



Dak Bhawan, Sansad Marg,
New Delhi – 1100 01
Date: July, 2020.

To

1. All Chief Postmasters General/ Postmasters General
2. Chief General Manager, BD Dte/Parcel Dte/ PLI Dte
3. Director RAKNPA/ GM CEPT/ Directors of All PTCs,
4. Addl. Director General, Army Postal Service, R.K. Puram, New Delhi
5. All General Managers (Finance)/ DAP/ DDAP

Sub: Travelling Allowance Rules-Submission of Boarding Pass alongwith TA Bill –
Regd.

I am directed to forward herewith a copy of the Department of Expenditure,
Ministry of Finance Office memorandum No. 19030/3/2014-E.IV dated 23rd June,
2020 on the subject cited above for kind information and further necessary action
in this regard.

(Dr. Vincent Barla)
Director (Estt)

Encl.: OM no. 19030/3/2014-E.IV dated 23rd June, 2020 alongwith OM dated
08.10.2014.

Copy to:

1. PPS to Secretary (Posts)/ PS to Director General Postal Services.
2. Addl. DG (Co-ordination)/ Member (P)/ Member (O)/
3. Member (PLI)/ Member (Banking)/ Member (Tech)/ Member (Plg & HRD)
4. AS & FA
5. Sr. DDG (Vig) & CVO/ Sr. DDG (PAF)/ Director General P&T (Audit)
6. Secretary, Postal Services Board
7. Chief Engineer (Civil) Postal Directorate
8. Admin/Cash & Accounts/Budget Section/ PA Wing/ STT Section of Postal
Directorate
9. All other Sections of Postal Directorate
10. All recognized Federations/ Unions/ Associations
11. GM, CEPT for uploading the order on the India Post website
12. Guard File/Spare Copies.

(Dr. Vincent Barla)
Director (Estt)

No.19030/3/2014-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi,
Dated the 23rd June, 2020.

OFFICE MEMORANDUM

Subject: Travelling Allowance Rules- Submission of Boarding Pass alongwith TA Bill.

The undersigned is directed to refer to this Department's O.M. No.19030/3/2014-E.IV dated 08.10.2014 regarding submission of Boarding Pass as a proof that the journey was actually performed by the official.

2. Several references are being received in this Department to do away with the condition of submission of Boarding Pass with the TA claims. The matter has been considered in this Department and it has been decided that in case, a Government servant is unable to submit the Boarding Pass alongwith TA Bill, he can submit a self-declaration certificate in lieu of Boarding Pass alongwith TA Bill. The proforma for self certification is enclosed as **Annexure**. The proforma needs to be countersigned by the Controlling Officer in case of officials below the Under Secretary level (i.e. from Pay level 10 and below) .

3. These instructions will be applicable in respect of journey on tour performed by employees of Central Government. Ministries/Departments are advised that these instructions may be brought to the notice of all concerned for compliance.



(Nirmala Dev)

Deputy Secretary to the Government of India

All Ministries / Departments of the Government of India as per standard distribution list.

Copy to: C&AG, UPSC etc as per standard endorsement list.

No. 19030/3/2014-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated the 8th October, 2014

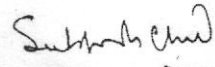
Office Memorandum

**Subject: Travelling Allowance(TA) Rules- submission of Boarding Pass
alongwith TA bills- reg.**

References have been received in this Department, seeking review of the existing guidelines relating to submission of Boarding Passes alongwith TA bills for air journeys performed on Government account.

2. O/o Controller General of Accounts have clarified that as per provisions of Civil Accounts Manual, Pay and Account Offices are mandated to ask the DDOs to produce records to ensure that the journey for which TA is being claimed, was actually performed and DDOs may accordingly be asked to enclose the Boarding Passes with the TA bills.

3. Since submission of Boarding Passes as proof of having undertaken the journey is a requirement under the rules and procedures for passing TA claims, all concerned are required to follow these instructions. Ministries/Departments etc. are accordingly advised that these instructions may be brought to the notice of all concerned for strict compliance.


(Subhash Chand)
Director

To,
All Ministries/Departments of the Govt. of India, etc. as per standard distribution list.

Copy to:

1. C&AG and UPSC, etc. (with usual number of spare copies) as per standard endorsement list.

✓ 2. NIC, MoF with the request to upload the OM on the website of Ministry of Finance.