



No. MANUU/ER.I (B)/F.280/2019/ 214

30<sup>th</sup> April, 2019

**OFFICE ORDER**

**Subject:** Regulation Travelling Allowance - Reimbursement of Taxi fare while on Tour- regarding

It is hereby informed to all concerned that the University vide Orders No. MANUU/ER.I (B)/F.280/2019/1729 dated 18.3.2019 extended revised Allowances such as HRA/TA and other benefits including Travelling Allowance at par with other Central Government employees as per the recommendations of 7th CPC to the University teachers, other academic staff and officers retrospectively w.e.f. 1.7.2017.

As per the Department of Expenditure O.M. F.No. 19030/1/2017-E.IV dated 1st Feb, 2018, as per the 7th CPC recommendations it become mandatory to produce vouchers for reimbursement of Hotel Accommodation and Taxi charges with the exception of food bills by an officer deputed on tour/official duties. Difficulties are being experienced by the University to process the old cases of reimbursement of Taxi fares of the University employees as well as outside experts attending official meetings/conferences etc. in connection with the University and its departments/centers/directorates

With the approval of the competent authority, it has been decided to settle all such old Travelling Allowance claims by allowing road mileage allowance as per the prevailing rates without insisting of proof of taxi fares paid by them. In all the fresh TA claims, production of proof of travel by taxi has been made compulsory as per the instructions contained vide OM dated 1.2.2018.

  
30/4/19  
REGISTRAR

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