

**GOVERNMENT OF RAJASTHAN  
FINANCE DEPARTMENT  
(RULES DIVISION)**

No. F 6(3)FD/Rules/2012 Pt.

Jaipur, dated :

**6 DEC 2017**

**ORDER**

**Sub: Amendment in the Rajasthan Travelling Allowance Rules,  
1971.**

The Governor has been pleased to order that the following amendment shall be made in the Rajasthan Travelling Allowance Rules, 1971, namely:-

The existing Appendix of "Travelling Allowance admissible to Government Servants on Transfer" appended to Rule 17 shall be substituted as at Annexure - I appended to this order.

*By Order of the Governor,*

  
(Manju Rajpal)

Secretary to the Government

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7. All Heads of the Departments.
8. Director, Treasuries & Accounts, Rajasthan, Jaipur
9. Director, Pension & Pensioners' Welfare Department, Rajasthan, Jaipur.
10. Deputy Director (Statistics), Chief Ministers' Office.
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4. Secretary, Lokayukta Sachivalaya, Rajasthan, Jaipur.

  
(Kirti Jain)

**Joint Secretary to the Government**

**(TA - 3 /2017)**

## APPENDIX

Rule 17(1)

## Travelling Allowance admissible to Government servants on Transfer

Category of Government servants	Mileage Allowance by rail		Mileage Allowance by Road		Road mileage allowance for journey between places not connected by Rail or regular bus service		Lump sum grant on transfer	Cost of carriage of personal affects by Rail or Road (For one side only)
	For self	For family	For self	For family	For self	For family		
1	2	3	4	5	6	7	8	9
Category 'A', 'B', 'C', 'D' and 'E'	Two fares of the class for which entitled on tour except travel by Air/ Rajdhani Express and , Shatabdi Express	One extra fare for each member of the family. However in respect of the children accompanying the employee half fare or full fare actually paid as per the tariff regulation of railways shall be admissible.	Two bus fares of class for which entitled on tour for journey performed by road.	One extra fare for each member of the family. However in respect of the children accompanying the employee, half fare or full fare actually paid as per the tariff regulation shall be admissible.	Rs 9.00 per km	Additional mileage allowance at the rate of Rs.9.00 per K.m. for the members of his family as defined in rule 3(4).	Category 'A' Rs.10,000/- Category 'B' Rs 8,000/- Category 'C' Rs 6,000/- Category 'D' Rs 5,000/- Category 'E' Rs 3,500/-	Category 'A' Rs.30/- per Km. Category 'B' Rs.30/- per Km. Category 'C' Rs.18/- per Km. Category 'D' Rs.14/- per Km Category 'E' Rs.12/- per Km,

**Note:-**

1. Rate shown in column No. 9 to cover cost of transportation of personal affects shall be admissible subject to production of railway receipt or cash receipt issued by Railway or Road Transport Company / Proprietor for actual freight charges. If the actual freight paid works out to be less than the amount calculated at the rate shown in this column actual freight charges shall only be admissible.
2. If a Government servant on transfer actually undertakes journey by rail / road in a class lower than that to which he is entitled under these rules, he shall be allowed one actual rail / road fare of the class actually used plus one extra full rail / road fare of the class (excluding taxes, if any) to which he is entitled on the basis of his categorization in lieu of two rail / road fares indicated in column 2 of this Appendix.
3. No road mileage allowance for the journey performed from the actual residence of the Government servant to railway station/ bus stand or vice versa shall be admissible
4. A Government servant cannot undertake journey in a hired/ borrowed car on transfer. If he does so, he will get road mileage allowance at the rates indicated in column No. 4 of this Appendix.
5. It will be mandatory to mention in the transfer order that such transfer is made in public interest/ Administrative reasons. In absence of such specific mention in transfer orders, the transfer shall be treated on request of the concerned employee and Travelling allowance on transfer will not be admissible in such cases.

6. Following explanations are given of terms used in this appendix:-

- (i) The term "personal effects" is not subject to definition but the controlling officer must satisfy himself that a claim to reimbursement on account of transportation is reasonable.
- (ii) Charges for the transport of personal effects and conveyance of a Government servant on Transfer will be admissible even if they precede him by a period not exceeding a month or follow him by a period not exceeding six months from the date of his relieve at his old station. Cases in which the aforementioned time limits are exceeded will require the sanction of the Head of the Department under whose control the Government servant is serving for the time being.
- (iii) A member of a Government servant's family who follows him within six months or precedes him by not more than one month from the date of his relieve at his old station may be treated as accompanying him. These limits may be extended by the Head of Department in individual cases attendant with special circumstances in respect of Government servants serving under his administrative control.
- (iv) When a Government servant, as a result to his transfer to a new station is obliged to move his family to some other station or when a Government servant and his family are at the time of transfer to a new station living in different places and he desires to move them to his new station or to some other station for reasons which the competent authority considers sufficient, then the Government servant shall receive the actual expenses of the journey which his family undertakes upto the amount which he might have drawn, had his family travelled direct, from his old station to his new provided that the journey is undertaken within a month prior to the date of Government servant's relieve at his old station or within six months subsequent the date. Cases in which the aforementioned time limits are exceeded will require the sanction of the Head of Department in respect of Government servants serving under his administrative control or of the Administrative Department in case of the Head of Department himself.
- (v) For the purpose of this rule the category of a Government servant will be determined with reference to the facts on the date of his transfer while the number of fares admissible will be determined with reference to the facts on the date of the journey in respect of which the travelling allowance is claimed, subject to the condition that no travelling allowance would be admissible in respect of a member added to the family after the date of transfer.
- (vi) Children of Government servants who are studying in educational institutions at a place other than the Government servant's headquarters at the time of transfer shall be considered as members of Government servants families for the purpose of Travelling Allowance Rules and they shall be entitled to Travelling Allowance from the place where they are studying to the new Station limited to rail/road fare from old station to new station or actual rail/bus fare whichever is less;
- (vii) A Government servant who travels in a Government vehicle free of charge on transfer from one station to another shall get Travelling Allowance as follows :-
  - (1) If the family of Government servant travels with him.-  
For self - One mileage allowance for journey by road at the rates given in column No. 4  
For family - No Travelling Allowance
  - (2) If Government servant travels alone :-  
For self - One mileage allowance for journey by road at the rates given in column No. 4  
For family - As admissible under column No. 5
- (viii) The provisions contained in column No. 2 shall not apply to a Police Officer using free rail passes. Their Travelling Allowance shall be regulated in accordance with provision of para 123 and 128 of Railway Manual.
- (ix) Where both husband and Wife are in Government employment and are transferred at the same time or within 6 months of his her transfer from one and the same old station to another same new station, either of them shall only be entitled to transfer Travelling Allowance, the other member (s) being treated as a member of his/her family not in Government employment on furnishing the certificate prescribed for this purpose in Chapter IX of these rules.

7. Admissible cost of carriage of conveyance shall be applicable as given below : -

Category of the Government servants	Admissible cost of carriage of conveyance
1	2
Category A, B, C, D & E	<p><b>By Rail -</b></p> <ol style="list-style-type: none"> <li>1. Actual cost of transportation of Motor car, Two Wheeler (with or without side car) at owner's risk.</li> <li>2. A single fare of the lowest class is allowed to chauffeur or cleaner actually employed for Motor Car and if he actually travels by rail.</li> <li>3. The conveyance may be transported by passenger train or goods train at his option. In latter case, cost of packing and transporting the conveyance to and from goods shed at the station of departure and arrival are allowed in addition to freight charges provided the total amount claimed does not exceed the freight chargeable for transporting conveyance by passenger train.</li> </ol> <p><b>By Road -</b></p> <ol style="list-style-type: none"> <li>1. If a Government servant transports Motor Car, Two Wheeler under its own power, an allowance @ Rs. 9.00 per km. for motor car and Rs. 3.00 per km. for Two Wheeler is admissible for the distance between two stations by ordinary route. If the Government servant himself and/ or any member(s) of his family travel(s) by the vehicle he may, in lieu of this allowance, draw railway fare which would have been admissible if the journey had been performed by rail and if the two places are not connected by rail. the allowance in such a case shall be calculated at the special rates shown in column 2 of Appendix-II appended to Chapter 4 but no separate road mileage for family shall be admissible in such a case as shown in column.</li> <li>2. If Motor Car is loaded in a truck, actual cost of transportation limited to freight charges by passenger train in respect of places connected by rail and an allowance @ Rs.8.00 per km. in respect of places connected by road shall be admissible.</li> <li>3. Cycle is covered under "personal effects", therefore, no extra cost of carriage for cycle shall be admissible</li> </ol>

