TRAVELLING/DAILY ALLOWANCE BILL

To be paid	d from ban	k A/C No.					Vo	oucher No.					
Account C	Code No.		Date						Chequ	e No.			
Mr. /Ms. / D	Or			<u> </u>		Designa							
BPS: Purpose of J													
			rs of Journey					Journey by		ily Allo		Total	Remarks (if any)
	Departure			Arrival						<u> </u>			, , , , , , , , , , , , , , , , , , ,
Station	Date	Time	Station	Date	Time	KMs	Rate	Amount	No of DAs	Rate	Amount		
									-	_	-	-	
Deduction ((if any)												
									Net	L Payable			
β) Official to	t been paid TA/ ransport was / 1		r department. I to me for the journey erest of the Universit		6ill.		ts (Docun Authorizat	nentary Evide	ence):				
Signature of Claimant Head of			ad of Dept.	Dept. / Section				Dire	Directorate of Finance				
Direc	ctorate of Au	dit		_ Re	gistrar/Add	ll. Registraı	r			Vice	· Chancellor		

RATES OF DAILY ALLOWANCE

550	Existing R	ates 2017	Revised Rates 2023			
BPS	Ordinary Rates per day (Rs.)	Special Rates per day (Rs.)	Ordinary Rates per day (Rs.)	Special Rates per day (Rs.)		
01-4	496	800	744	1200		
05-11	624	880	936	1320		
12-16	1120	1440	1680	2160		
17-18	2000	2560	3000	3840		
19-20	2480	3280	3720	4920		
21	2800	4000	4200	6000		
22	2800	4800	4200	7200		

Note: Daily allowance will be admissible for the actual night(s) at the out station for which Daily Allowance is claimed.

Special Daily Allowance is permissible for the areas as notified by the Government from time to time.

TRANSPORTATION / MILAGE ALLOWANCE

	Existing Rates 2017	Revised Rates 2023					
TRANSPORTATION							
i. Motor Car	Rs.5.00/- per k.m.	Rs.7.50/- per k.m					
ii. Motorcycle / Scooter	Rs.2.50/- per k.m	Rs.3.75/- per k.m					
MILAGE ALLOWANCE							
i. Personal Car / Taxi	Rs.10/- per k.m	Rs.15/- per k.m					
ii. Motorcycle / Scooter	Rs.04/- per k.m	Rs.06/- per k.m					
iii. Bicycle	Rs.02/- per k.m	Rs.03/- per k.m					
iv. Public Transport	Rs.2.50/- per km	Rs.3.75/- per k.m					
TRAVEL BY AIR							
Admissible to Officers in BPS-17	Actual Airfare	No Change					
and above							
<u>LUGGAGE CARRIAGE CHARGES</u>							
Carriage of Personal Effects on	Rs.0.02/- per mg, per k.m	Rs.0.03/- per mg, per k.m					
Transfer / Retirement							