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भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

To

All Heads of Telecom Circles,

No:-BSNLCO-COMN/17(11)/13/2023-ESTT FIN Dated at New Delhi the 22.03.2024 ^{01.04.2024} *han*
Subject:-Time-limit of submission of claims for travelling allowance-clarification there-of.

1. Kindly refer to this office letter No. 7-6/EF/2021-22 dated 09.09.2021 on the above cited subject. The same may be read with GOI MOF DOE letter no. 19030/1/2017-E.IV dated 13.03.2018 (copy enclosed).
2. The time barred claims may be dealt as per Rule 296(1) and Rule 296 (2) of GFR-2017. The extract of the same is as under:

Rule 296(1) -"Even a time barred claim of a Government servant, shall be entertained by the concerned authority provided that the concerned authority is satisfied that the claimant was prevented from submitting his claim within the prescribed time limit on account of causes and circumstance beyond his control".

Rule 296 (2) -A time barred claim referred to in Rule 296 (1) shall be paid with the express sanction of the Government issued with the previous consent of the internal Finance Wing of the Ministry of Department concerned.

3. Further, the time limit for submission of claims for TA on Retirement is modified from 60 days to 180 days(Six Months) succeeding the date of completion of the journey vide GOI, Ministry of Finance, Department of Expenditure letter no. 19030/1/2017-E.IV dated 15.06.2021. (Copy enclosed)
4. The Competent authority for condonation of delay for submitting the claim is tour approving authority.

This is issued with approval of competent authority.

[Signature]
Dy. General Manager (EF)
BSNL CO, New Delhi.

DA: As above

No. 19030/1/2017-E.IV
Government of India
Ministry of Finance
Department of Expenditure

New Delhi, the 13th March, 2018

OFFICE MEMORANDUM

Sub: Time-limit for submission of claims for Travelling Allowances – regarding.

Consequent upon the issuance of General Financial Rule (GFR)-2017, vide Rule 290 of GFR-2017, time-limit for submission of claim for Travelling Allowance (TA) has been changed from one year to sixty days succeeding the date of completion of the journey. Accordingly, in supersession of this Department's OM NO. F.5(16)-E.IV(B)/67 dated 13.06.1967 & OM No. 19038/1/75-E.IV (B) dated 18.02.1976, it has been decided with the approval of Competent Authority that the claim of a Govt. servant to Travelling Allowance/Daily Allowance on Tour/Transfer/Training/Journey on Retirement, is forfeited or deemed to have been relinquished if the claim for it is not preferred within sixty days succeeding the date of completion of the journey.

2. In respect of claim for Travelling Allowance for journey performed separately by the officer and members of his family, the dates should be reckoned separately for each journey and the claim shall be submitted within sixty days succeeding the date of completion of each individual journey. Similarly, TA claims in r/o transportation of personal effects and conveyance shall be submitted within sixty days succeeding the date on which these are actually delivered to the Govt. servant at the new station.

3. The date of submission of the claims shall be determined as indicated below :-

(i) In the case of Officers who are their own Controlling Officer.	The date of presentation of the claim at the Treasury/Cash Section.
(ii) In the case of Officers who are not their own Controlling Officer.	The date of submission of the claim to the Head of Office/Controlling Officer.

4. In the case of claims falling under category 3(ii), which are presented to the Treasury after a period of sixty days succeeding the date of completion of journey, the date of submission of the claim will be counted from the date when it was submitted by the Govt. servant to the Head of Office/Controlling Officer within prescribed time-limit of sixty days.

5. A claim for Travelling Allowance of a Govt. servant which has been allowed to remain in abeyance for a period exceeding one year should be investigated by the Head of the Department concerned. If the Head of Department is satisfied about the genuineness of the claim on the basis of the supportive documents and there are valid reasons for the delay in preferring the claims, the claims should be paid by the Drawing and Disbursing Officer or Accounts Officer, as the case may be, after usual checks.

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6. These orders are not applicable in r/o Leave Travel Concession (LTC) claims which are governed by separate set of rules of DoPT.
7. These orders shall be effective from the date of issue of this O.M.
8. In so far as the persons serving in the Indian Audit & Accounts Department are concerned, this order issues in consultation with the Comptroller & Auditor General of India.



(Nirmala Dev)

Deputy Secretary to the Government of India

To,

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

Copy to : C&AG and U.P.S.C. etc. as per standard endorsement list.

provisions, the date on which the claim is presented at the office of disbursement should be considered to be the date on which it is preferred.

Rule 295**(3)**

(i) A claim of a government servant which has been allowed to remain in abeyance for a period exceeding two years, should be investigated by the Head of the Department concerned. If the Head of Department is satisfied about the genuineness of the claim on the basis of the supporting documents and there are valid reasons for the delay in preferring the claims, the claims should be paid by the Drawing and Disbursing Officer or Accounts Officer, as the case may be, after usual checks.

(ii) A Head of Department may delegate the powers, conferred on him by sub rule (i) above to the subordinate authority competent to appoint the Government servant by whom the claim is made.

Rule 296

(1) Procedure for dealing with time-barred claims.

Even a time barred claim of a Government servant, shall be entertained by the concerned authority provided that the concerned authority is satisfied that the claimant was prevented from submitting his claim within the prescribed time limit on account of causes and circumstance beyond his control.

Rule 296

(2) A time barred claim referred to in Rule 296 (1) shall be paid with the express sanction of the Government issued with the previous consent of the Internal Finance Wing of the Ministry or Department concerned.

Rule 297

Time barred claims of persons not in Government service. The provisions of Rule 289 to Rule 296 shall apply mutatis mutandis to arrear claims preferred against Government by persons not in Government service.

Rule 298

Retrospective sanctions. Retrospective effect shall not be given by competent authorities to sanctions relating to revision of pay or grant of concessions to Government servants, except in very special circumstances with the previous consent of the Ministry of Finance.

Rule 299

Currency of sanction of Provident Fund advance/withdrawal. A sanction to an advance or a non-refundable part withdrawal from Provident Fund shall,

unless it is specifically renewed, lapse on the expiry of a period of three month. This will, however, not apply to withdrawals effected in installments. In such cases the sanction accorded for non-refundable withdrawals from Provident Fund will remain valid up to a particular date to be specified by the sanctioning authority in the sanction order itself.

II.**REFUND OF REVENUE****Rule 300**

Sanctions of refunds of revenue. All sanctions to refunds of revenue shall be regulated by the orders of an Administrator or of the departmental authority, as the case may be, according to the provisions of the rules and orders contained in the departmental manuals etc.

Rule 301

(1) Communication of refund sanctions to audit. The sanction to a refund of revenue may either be given on the bill itself or quoted therein and a certified copy of the same attached to the bill in the latter case.

Rule 301

(2) Suitable note of refund to be made in original Cash Book entry and other documents. Before a refund of revenue is made, the original demand or realization, as the case may be, must be linked and a reference to the refund should be recorded against the original entry in the Cash Book or other documents so as to make the entertainment of a double or erroneous claim impossible.

Rule 301

(3) Remission of revenue before collection is not refund. Remissions of revenue allowed before collection are to be treated as reduction of demands and not as refunds.

Rule 301

(4) Refunds not regarded as expenditure for allotment. Refunds of revenues are not regarded as expenditure for purposes of grants or appropriation.

Rule 301

(5) Competent authority in case of credits wrongly classified. In cases where revenue is credited to a wrong head of account or credited wrongly under some misapprehension, the authority competent to order refund of revenue shall, in such cases, be the authority to whom the original receipts correctly pertain.

Rule 302

Compensation for accidental loss of property. No compensation for accidental loss of property shall be paid to an officer except with the approval of the Ministry of Finance. Compensation will not ordinarily be granted to an officer for any loss to his property which is caused by floods,

No. 19030/1/2017-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated: 15th June, 2021.

OFFICE MEMORANDUM

Subject: Time-limit for submission of claims for Travelling Allowance (TA) on Retirement - regarding.

The undersigned is directed to refer to this Department's OM No. 19030/1/2017-E.IV dated 13.03.2018 wherein the time limit for submission of claims for TA on Tour/Transfer/Training/ Journey on Retirement was changed from one year to sixty days, succeeding the date of completion of the journey.

2. Several references have been received in this Department regarding extension of time-limit for submission of TA claims in r/o journeys performed by retired employees and their families for going to Home town/place of settlement after retirement as difficulties are being faced by the retired Govt. officials while claiming reimbursement of TA on retirement within a period of sixty days of completion of their journey.

3. The matter has been considered in this Department and in partial modification of this Department's OM of even number dated 13.03.2018, it has been decided that the time-limit for submission of claims for TA on Retirement is modified from 60 days to 180 days (six months), succeeding the date of completion of the journey.

4. The time limit for submission of TA claim on tour, transfer and training will remain 60 days.

5. These orders will be effective from the date of issue of the order. However, the claims not settled due to time limit of 60 days in terms of the O.M. dated 13.03.2018 on the subject, may be re-considered by the concerned Ministry/ Department.

6. In their application to the persons belonging to Indian Audit and Accounts Department, these orders are issued under Article 148(5) of the Constitution and after consultation with the Comptroller & Auditor General of India.

7. This is issued with the approval of Finance Secretary & Secretary (Expenditure)

Hindi version is attached.


(Nirmala Dev)
Director

To,

All Ministries and Departments of the Govt. of India etc. as per standard distribution list.

Copy to : C&AG and U.P.S.C. etc. as per standard endorsement list.