

**Annexure to Government of India****Ministry of Defence letter No.****12630/Q Mov C/3198/D(Mov)/98****dated 28 Oct 1998****1. Accommodation entitlements for journey on Temporary duty****(A) Journey by Rail :-**

Under the provisions of Rule 57 and Rule 92 of Travel Regulations 1991, the class of accommodation for travel by Rail will be as follows:-

Service Personnel	Entitlement
Col and above and their equivalent including ADG MNS	: AC First Class
Other officers in First Grade including other MNS officers, Midshipmen Honorary commissioned Officers and JCOs and their equivalents	: II AC 2-Tier Sleeper
NCOs, ORs, NCs(E) and their equivalents	: Second Sleeper

Note:- All Service Personnel who are entitled to travel on tour/transfer by First Class/II AC III-Sleeper/AC Chair Car may, at their discretion, travel by II AC 2-Tier sleeper where any connecting the originating and destination stations concerned by the direct shortest route c these three classes of accommodation.

(B) **Travel by Rajdhani Express :**

Under the provisions of Rule 95 of Travel Regulations 1991 : the entitlement for journey by Rajc as follows:-

Service Personnel	Entitlement
(1)	(2)

Col and above and their equivalent including ADG MNS	:	AC First Class
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Other officers in First Grade Including other MNS Officers, Midshipmen and Honorary Commissioned Officer and JCOs and their equivalents	:	II AC 2-Tier Sleeper
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NCOs OR NCs(E) and their equivalents : AC Chair Car

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**Note :-** Travel by AC III Tier sleeper in which AC Chair Car accommodation is not provided

(C) **Travel by Shatabdi Express Trains :-**

The entitlement for journey by Shatabdi Express will be as follows:-

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Service Personnel	Entitlement
(1)	(2)

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Col and above and their equivalents including	:	Executive class
ADG MNS		

Other officers in First Grade including other MNS officers,	:	AC Chair Car
Midshipmen and Honorary Commissioned officers, JCOs,		
NCOs, OR and NCs(E) and their equivalents		

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**Note :-** Service Personnel and their families will travel on warrant/Form D/CVS by Rajdhani and Express Trains.

(D) **Entitlement for journey by Air :**

The existing entitlement for travel by air within Indian limits on temporary/ permanent duty in Rule 62 and Rule 108 of Travel Regulations will continue to remain the same. In modification of Travel Regulations, 1991 laying down the air travel entitlements for journeys to/from aboard the rank of Lt Gen and above and their equivalents shall be entitled to travel by first class. Officers of Maj Gen and their equivalents by Business/Club class and all other officers by economy class.

(E) **Entitlement for journey by Sea or by River Steamer :-**

Under the provisions of Rule 58 and Rule 107 of Travel Regulations, 1991, the entitlement for journeys by sea or by river steamer will be as follows:-

Service Personnel  (1)	Entitlement  (2)
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All Service Officers in First Grade including MNS Officers Midshipmen and Honorary Commissioned Officers	: Highest Class
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JCOs and their equivalents	: If there be two classes only on the Steamer in the lower class
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NCOs and their equivalents	: If there be two classes only on the Steamer in the lower class
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the	If there be three Middle or the second class
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the If there be four  
third class

ORs, NCsE and their equivalents : The lowest class

(F) Accommodation entitlements for travel between the mainland and the Andaman & Nic islands and the Lakshadweep Group of islands by ships operated by the Shipping Corporation Limited on temporary/Permanent duty under the provisions of Rule 107 of Travel Regulations. It follows:-

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Service Personnel	Entitlement
(1)	(2)

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All Service Officers in First Grade including MNS officer,  
Midshipmen and Honorary Commissioned Officer : Deluxe class

JCOs and their equivalents : First 'A' Cabin class

NCOs and their equivalents : Second 'B' Cabin class

ORs, NCsE and their equivalents : Bunk class

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(G) **Journey by Road :-**

In modification to Rules 61, 102 - 106 and 111 of Travel Regulations. 1991 , followi prescribed for travel by Public bus/AC taxi/taxi/auto rickshaw/scooter/motor cycle/ moped/ own

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Pay Range	Entitlement
(1)	(2)
(i) Officers in the pay range of Rs.18,400/- and above when journey is performed by taxi or own car and at prescribed rate	Actual fare by any type of public bus, including air conditioned bus OR
for autorikshaw own scooter/motor cycle, moped etc	At prescribed rates for AC Taxi when the journey is actually performed by
	OR At prescribed rates for full taxi auto Rickshaw,own scooter/motor cycle Moped etc.

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- (ii) Officer in the pay range of Rs.8000/- and above but less than 18,400/- Same as at (i) above with the exception that journey by AC Taxi will not be permissible.
- (iii) Those in the pay range if Rs. 6,500 and above but less than Rs. 8,000/- Same as at (ii) above with the exception that journey by AC Bus will not be permissible.
- (iv) Those in the pay range of Rs.4,100/- and above but less than Rs.6500/- Actual fare by any type of public bus other than AC bus  
OR  
At prescribed rates for autorikshaw for Journey by auto rickshaw, own scooter/Motor cycle/moped etc.
- 
- (v) Below Rs. 4,100/- Actual fare by ordinary Public Bus only  
OR  
At prescribed autorickshaw own Scooter/motor cycle/moped etc.

H) Mileage allowance for road journeys shall be regulated at the following rates in places where specific rates have been prescribed either by the Director of Transport for the concerned State or neighbouring states:-

- (i) For journey performed in own car/Taxi : Rs.8/- per km

- (ii) For journeys performed by auto rickshaw : Rs.4/- per km  
own scooter etc.

(J) **Entitlement for journeys on foot and bicycle :-**

The rate of Mileage Allowance for journeys on foot and bicycle on tour and transfer is revised to one kilometer.

(K) **Rates of Daily Allowances :-**

In modification of Rule 60 and Rule 114 of Travel Regs, 1991, the rates of Daily Allowance are revised as follows :-

- (i) When the Service Personnel do not stay in a hotel or make their/his own arrangements.

Pay Range	Localities other than those mentioned in Col (3), (4) & (5)	B-1 class cities and expensive localities	A class cities and specially expensive localities	A-1 class cities
(1)	(2)	(3)	(4)	(5)
	Rs	Rs.	Rs.	Rs.
Rs. 16,400 and above	135	170	210	260
Rs. 8,000 and above but less than Rs. 16,400	120	150	185	230
Rs. 6,500 and above but less than Rs. 8,000	105	130	160	200
Rs. 4,100 and above but less than Rs. 6,500	90	110	135	170



Below Rs. 4,100	55	70	85	105
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(ii) When the Service Personnel stays in a hotel or other establishment providing boards at Scheduled Tarriffs :-

Pay Range	Localities other than those mentioned in Col (3), (4) & (5)	B-1 class cities and expensive localities	A class cities and specially expensive localities	A-1 class cities
(1)	(2)	(3)	(4)	(5)
	Rs	Rs.	Rs.	Rs.
Rs. 16,400 and above	335	425	525	650
Rs. 8,000 and above but less than Rs. 16,400	225	330	405	505
	200	250	305	380
Rs. 6,500 and above but less than Rs. 8,000	130	160	195	245
Rs. 4,100 and above but less than Rs. 6,500	65	85	100	125
Below Rs. 4,100				

2. **Entitlement for journeys on permanent duty:-**

(A) **Accommodation and Mileage Allowance entitlements:-**

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Entitlements for Mileage Allowance and scale of Accommodations for journeys on Permanent duty shall be same as journeys on temporary duty by different modes of transport as indicated at Sl No.1 and general conditions of admissibility as laid down in Travel Regulations-1991 Edition will however be applicable.

With a view to encouraging the adoption of small family norms by Service Personnel, it has been decided that travelling allowance on transfer will be restricted to only two dependent children of Service Personnel. This restriction, which will come into effect from January 01 1999, shall not, however be applicable to those Service Personnel who already have more than two children prior to the issue of these orders. Further, children of Service personnel borne between the date of issue of those orders and December 31 1998 shall also be entitled to such benefits as are admissible under the Travel Regulations to Service Personnel for their families on transfer irrespective of the number of children that they may already have. This restriction shall not also be applicable in respect of those Service Personnel who are presently issued with less than one child and the subsequent pregnancy results in multiple births as a consequence of which the number of children exceeds two.

(B) **Transfer Grant and Packing Allowance:-**

The Lump sum transfer grant and packing allowance presently admissible on transfer will be replaced by a Composite Transfer Grant with effect from 01.10.1997. In modification of Rule 67 and 70. Regs.1991, the following 'composite Transfer Grant' will be payable in case of transfers involving stations located at a distance of or more than 20 kms from each other.

Service Personnel	Composite Transfer Grant	
	Married	Single
All officers in First Grade including MNS Offr, Midshipmen and Honorary Commissioned Officer	1 month's basic pay	80% of basic pay for a month
JCOs, ORs, NCs(E) and their equiv	1 month's basic pay	80% of basic pay for a month

**Note:-** In cases of transfer to stations which are at a distance of less than 20 kms from

and of transfers within the same city, the Composite Transfer Grant will be restricted to one third pay, provided a change of residence is actually involved. Further, the transfer incidentals for the Personnel and the members of his family as well as the road mileage for journeys between the railway station/bus stand/airport at the old and new stations, which are presently admissible longer be admissible. These will instead be subsumed in the Composite Transfer Grant.

(C) **Transportation of Personal Effects by Rail.**

The entitlements for carriage of personal effects by rail under the provisions of Rule 67 Travel Regulations, 1991 will be as follows:-

Pay Range	Personal effects that can be carried
	(2)
(1) Rs. 16,400 and above	Full four wheeler wagon/VPU/Motor parcel Van 6000 kg by goods train or one double container
Rs. 8,000 and above but less than Rs. 16,400/-	Full four wheeler wagon/VPU/MPV or 6000 kg goods train or one single container
Rs. 6,500 and above but less than Rs. 8,000/-	3000 kg by goods train
Rs. 4,100 and above but less than Rs. 6,500	1500 kg by goods train
Below Rs. 4,100	1000 kg by goods train*

**NOTE :** \*Defence Personnel in receipt of a revised pay of Rs.3350 pm and above may also be permitted to transport 1500 kg of personal effects by goods train.

(D) **Transportation of personal Effects by Road :**

In modification of Rule 61A of Travel Regs 1991, the rates of allowance for carriage of personal effects between places connected by road only will be as indicated below:-

Pay Ranges	A-1/A/B-1 Class Cities	Other cities
(1)	(2)	(3)
	Rs. Per km	Rs. Per km

Rs. 8,000 and above	30.00	18.00
Rs. 6,500 and above but less than Rs. 8,000/-	15.00	9.00
Rs. 4,100 and above but less than Rs. 6,500/-	7.60	4.60
Below Rs. 4,100/-	6.00	4.00

**Notes:**

1. The allowance at higher rates mentioned in col.(2) will be admissible , as at present only for personal effects from one place to another within the limits of A-1/A/B1 Class Cities.
2. Such of those Defence Personnel as are in receipt of a revised pay of Rs.3350 p.m and abc however, be entitled to the rates of allowance prescribed for Defence Personnel in the next high of Rs.4100/- and above but less than Rs.6500/-. The higher rate mentioned in column(2) will b in their cases as well only for carriage of personal effects from one place to another within the li 1/A/B-1 Class Cities.

In case of carriage of personal effects by road between places connected by rail. Defeni can draw the actual expenditure on transportation of personal effects by road or the amount adi transportation of the maximum admissible quantity by rail and an additional amount of not more percent thereof, whichever is less.

**(E) Transportation of Personal Effects by Ship:**

Full reimbursement of actual expenditure incurred for transportation of personal effects ranks will be allowed provided the same is within the admissible entitlements.

**(F) Transportation of Conveyance:**

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The scales for transportation of conveyance at Government expense under Rule 67 and

be as follows:

Pay Range	Scale
(1)	(2)
Rs. 6500 and above	One motor Car, or one motor cycle/scooter or one horse
Less than Rs. 6500	One motor cycle/scooter/moped or one bicycle.

### 3. **T.A. entitlements of retiring Defence Personnel**

#### (A) **Transportation of Conveyance:**

The expenditure on transportation of conveyance by Defence Personnel on their retirement is reimbursed without insisting on the requirement that the possession of the conveyance by them during their service at their last places of duty should have been in public interest.

#### (B) **Lump sum Transfer Grant and Packing Allowances**

The lump sum transfer grant and packing allowance may also be replaced by the composite grant equal to a month's basic pay last drawn in the case of those Defence Personnel who on retirement settle down at places other than the last station(s) of their duty located at a distance of or more than 20 km from the last station. The transfer incidents and road mileage for journeys between the residence and the railway station, etc. at the old and new stations presently admissible will also be subsumed in the composite grant and will not be separately admissible.

As in the case of serving Defence Personnel who, on retirement settle at the last station or within a distance of less than 20 km may be paid the composite transfer grant equal to one month's basic pay last drawn by them subject to the condition that a change of residence is actually involved.

### 4. **Miscellaneous Provisions.**

#### (A) **Daily Allowance to civilian candidates.**

The quantum of Daily Allowance admissible to civilian candidates called for interview for Commission in Armed Forces whenever free boarding and lodging facilities are not made available to them is as follows:

paid at flat rate of Rs.30/- per day in metropolitan cities and Rs.20/- per day in other cities.

(B) **Travel on First Appointment.**

The Service Officers on first appointment will be entitled to travel by AC II tier.

(C) **Baggage Entitlement to and from Field Areas.**

The revised baggage entitlement while proceeding on Permanent transfer to and from field areas will be as under:-

- |     |          |   |         |
|-----|----------|---|---------|
| (a) | Officers | - | 100 Kgs |
| (b) | JCOs     | - | 50 Kgs  |
| (c) | ORs      | - | 25 Kgs. |

The total quantity of baggage thus transported plus baggage transported by the family will not exceed the maximum entitlement of the personnel.

(D) **Conveyance of families of Service Officers from one hospital to another and back obtaining appropriate Medical Attendance/ Treatment.**

Families of Service officers residing with the head of the family in a station where there is no Service Hospital and requiring admission to Hospital or Specialist's examination will be entitled to free conveyance by rail/road/air/steamer from the station of duty of the individual to the nearest Service Hospital and conveyance for necessary attendants will be regulated in accordance with the Rule 158.

No.12630/Q Mov C/1827/D(Mov)/99

Government of India  
Ministry of Defence

New Delhi, the 14<sup>th</sup> June 1999

To,

The Chief of the Army Staff

The Chief of the Navy Staff

The Chief of the Air Staff

**Subject : Modification of the provisions relating to travelling allowances Entitlements of Forces personnel consequent to the Recommendations of Fifth Pay Commission and its Acceptance thereof.**

*CORRIGENDUM*

The following amendment is made in the MOD letter No. 12630/Q Mov C/3198/D(Mov) dated 10 October 1998 :-

A Para 2 of the letter is amended to read as under :-

“If the Travel Regulation entitlements in terms of the revised entitlements now prescribed, lowering of the existing entitlements in the case of any individual, groups or classes of entitlements particularly in r/o mode of travel, class of accommodation etc. shall not be lowered. It will instead continue to be governed by the earlier orders on the subject till such time as the revised entitlements become eligible, in the normal course, for the higher entitlements”.

B In Para 2 (c) of the Annexure to the letter, relating to Transportation of personnel effects by Rail :-

After words "Rule 67" add words and figures and "Rule 70".

2. This issues with the concurrence of Ministry of Defence (Finance) vide their UO No.676/04.6.99.

Yours faithfully,

Sd/xxxxxx

(T.P. MONDAL)

Under Secretary to the Govt. of India

No.12647/QMov C/2610/D(Mov)/98

Government of India

Ministry of Defence

New Delhi , the 11 September 1998

To

The Chief of the Army Staff

The Chief of the Naval Staff

The Chief of the Air Staff

SUBJECT: **ENTITLEMENT OF JOURNEYS FOR THE PURPOSE OF LEAVE TRAVEL CONCESSION : SERVICE PERSONNEL**



Sir,

I am directed to say that the matter of Travel Entitlements on LTC for Service Personnel under the consideration of the Government. The President is now pleased to decide that, consistent with the decisions taken by the Government on the Fifth Central pay Commissions recommendation following will be the entitlements of Service Personnel for journeys by various modes of transport availing LTC:-

(a) **Journey by Air/Rail:**

Service Personnel	Entitlement
Maj Gen and above and their equivalents	Air Economy (Y) Class by National carriers Or AC First Class by train, at their option
Officer of the rank of Col and above and their equivalents	AC First Class
Other Officers in first grade including MNS Officers, Midshipmen and Honorary Commissioned Officers and their equivalents, JCOs and their equivalents	IIAC II-Tier Sleeper
NCOs, ORs, NCs(E) and their equivalents	Second Sleeper

(b) **Travel by Rajdhani Express Trains :-**

Service Personnel	Entitlement
Officer of the rank of Col and above and their equivalents	AC First Class
Other Officers in first grade including MNS Officers, Midshipmen and Honorary Commissioned Officers and their equivalents, JCOs and their equivalents	IIAC II-Tier Sleeper
NCOs, ORs, NCs(E) and their equivalents	Chair Car

(c) **Travel by Shatabdi Express Trains:**

Service Personnel	Entitlement
Officer of the rank of Col and above and their equivalents	Executive Class
Other Officers in first grade including MNS Officers, Midshipmen and Honorary Commissioned Officers,	II AC II-Tier Sleeper

JCOs and their equivalents

NCOs, ORs and NCs(E) and their equivalents

AC Chair Car

**Note : 1** Entitlement by Rajdhani/Shatabdi Express Trains would be applicable in cases where the journey is actually undertaken by these trains and not for determining entitlement on a notional basis. Both the place of start of the journey and the destination should be directly connected by Rajdhani/shatabdi Express.

**Note : 2** Service Personnel and their families will travel on Warrants/Form 'D'/CVs by Shatabdi Rajdhani Express

(d) **Journey by Sea or by River Steamer :**

Service Personnel	Entitlement
All Service Officers in first grade including MNS Officers, Midshipmen and Honorary Commissioned Officers	Highest Class
JCOs and their equivalents	If there are two classes only on the Steamer, the lower class
NCOs, and their equivalents	If there are three classes the or the second class

If there be four classes the third  
Class.

ORs, NCs(E) and their equivalents

The lowest class

(e) Accommodation entitlements for travel between the mainland and the Andaman & Nicot Islands and the Lakshadweep Group of Island by ships operated by the Shipping Corporation o will be as follows:-

Service Personnel	Entitlement
All Service Officers in first grade including MNS Officers, Midshipmen and Honorary Commissioned Officers	Deluxe Class
JCOs and their equivalents	First/'A' Cabin Class
NCOs, and their equivalents	Second/'B' Cabin Class
ORs, NCs(E) and their equivalents	Bunk Class

(f) **Journey by Road :-**

Service Personnel	Entitlement
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- (i) Maj Gen and above and their equivalents Actual fare by any type of public bus, including conditioned bus

**OR**

At prescribed rates for AC Taxi (AC Taxi when actually performed by AC Taxi) for journey to th connected by rail subject to condition that the cl restricted to the bus fare by entitled class or the paid whichever is less.

- (ii) Other Officers in first grade including MNS and Honorary Same as at (i) above with the Commissioned Officers and their equivalents with the exception that journeys by. Officers, M

Commissioned Officers and their equivalents AC taxi will not be permissible

- (iii) JCOs and their equivalents Same at (ii) above with the exception that Journeys by air conditioned bus will not be

- (iv) NCOs and their equivalents Actual fare by any type of public bus other than air conditioned bus.

**OR**

At prescribed rate for autorickshaw for journey t connected by rail subject to condition that the cl restricted to bus fare by entitled class or the fai less.

- (v) ORs, NCs(E) and their equivalents As at (iv) above with condition that the claim restricted to the bus fare by ordinary bus.

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**Note :** In all cases of travel by AC Taxi , Taxi or Autorickshaw production of fare receipt will be

(g) The following may be substituted as the definition of family in Rule 2, Travel Regulations

“Family” means the Service personnel’s wife or husband, as the case may be, and two or three unmarried children or step children wholly dependent on the Service personnel irrespective of whether they are residing with the service personnel or not. It includes married daughters who have been divorced, abandoned or separated from their husband and are residing with the service personnel and are wholly dependent on the service personnel, parents and/or step mother residing with the service personnel and dependent on the service personnel, unmarried minor brothers as well as unmarried, divorced, abandoned, separated from their husband or widowed sisters residing with and wholly dependent on the service personnel, provided, their parents are either not alive or are themselves wholly dependent on the service personnel.

personnel, provided, their parents are either not alive or are themselves wholly dependent on the service personnel.

**Note :1** : The restriction of the concession to only two surviving children or step children shall not be applicable in respect of (i) those Service personnel who already have more than two children prior to the coming into force of this restriction i.e 01.10.97, (ii) children born within one year of the coming into force of this restriction, (iii) where the number of children exceeds two as a result of second child birth or multiple births.

**Note : 2** : Not more than one wife is included in the term “ Family” for the purpose of these Rules. If a Service personnel has two legally wedded wives and the second marriage is with specific permission from the government, the second wife shall also be included in the definition of “Family”.

**Note :3** : Children of divorced, abandoned, separated from their husbands or widowed sisters are included in the term “Family”.

**Note 4** : A member of the family whose income from all sources, including pension, temporary pension but excluding dearness relief on pension or stipend etc. does not exceed Rs.1500/- pm and who is wholly dependent on the Service personnel.

**Note 5** : Though it is not necessary for the spouse and children to reside with the Service personnel to be eligible for the Leave Travel Concession, the concession in their cases shall, however, be granted for the actual distance travelled for the distance between the Head quarters/place of posting of the personnel and the home town/place of visit , whichever is less, subject to other conditions laid down in the Regulations, 1991.

2. Service personnel will be authorised encashment of Earned Leave upto 10 days along with the extent of a total 60 days in a career span to cover incidental expenses incurred on travel.
3. These orders take effect from 01<sup>st</sup> October 1997.
4. The LTC claimed pertaining to the period prior to 1<sup>st</sup> October, 1997, shall be regulated as applicable on the date of journey.
5. Relevant Rules of Travel Regulations, 1991 will be amended in due course.
6. This issues with the concurrence of Ministry of Defence (Finance/QA) vide their UO No. dated 10 Sep 98.

Yours faithfully,

Sd/xxxxxx

(D Roy Choudhury)

Deputy Secretary to the Govt of India.

**Copy to:-**

The CGDA, New Delhi, The DADS, New Delhi, The DDADS, All Controller of Defence Account CDA(Fys) Calcutta, Min of Def(Fin/QA) – 50 copies, Min of Def(Fin/Navy) 05 copies, Min of Def copies, Air HQ/PP&R – 4-25 copies, Naval HQ/Passage – 25 copies, QMG's Br/Q Mov C – 250 Director of Accounts(Postal), APS Accounts Section, Kamptee, Nagpur.

No.12647/Q Mov C/705/D (Mov)/2000

Government of India

Ministry of Defence

New Delhi, the 25<sup>th</sup> February 2000

**CORRIGENDUM**

The following amendment is made to this Ministry's letter No.12647/Q Mov C/2610/D (M 11 Sep 98 regarding entitlement of journey for the purpose of LTC for Service personnel :-

**I In Para 1(a) & f (i)**

**FOR** : "Maj Gen and above and their equivalents"

**READ** : "Maj Gen and above and their equivalents including ADS MNS"

**II In Para 1(b) & (c)**

**FOR** : "Offrs of the rank of Col and above and their equivalents"

**READ** : "Offrs of the rank of Col and above and their equivalents including /

2. Travel Regulations – 91 will be amended in due course.

3. This issues with the concurrence of Min of Def (Fin/QA) vide their UO No. 34/C 21.2.2000.

Yours faithfully,

Sd/- x x x x x x

(R.S.CHOUDHARY)

Under Secretary to the Govt of India

To,



The Chief of Army Staff

The Chief of Naval Staff

The Chief of Air Staff

Copy to :

The CGDA, New Delhi, The DADS, New Delhi; The DDADS,  
All Controller of Defence Accounts, including CDA (Fys),  
Calcutta, Min of Def (Fin/QA) 65 copies, Min of Def (Fin/Navy),  
5 copies, Min of Def (Fin/Air) 5 copies, Air HQ PP&R-4-25 copies,  
Naval HQ/Passage-25 copies; QMG's Branch/Q Mov C- 230 copies,  
Director of Accounts (Postal), AFS Accounts Section, Kamptee, Nagpur.

Ink signed copies to all CDAs including CDA(Fys), Calcutta.

No.12647/Q Mov C/3

Gover

Minis

New Delhi the 14<sup>th</sup>

To,

The Chief of the Army Staff

The Chief of the Naval Staff

The Chief of the Air Staff

**ENTITLEMENT OF JOURNEYS FOR THE PURPOSE OF LEAVE TRAVEL CONCESSION  
PERSONNEL**

Consequent upon implementation of the recommendations of the 5<sup>th</sup> Central Pay Con Rules were amended vide this Ministry's letter No.12647/Q Mov C/2610-D(Mov)/98 dated Besides other amendments, entitlement to travel by Rajdhani Express were modified to provide

Officer of the rank of Col and : AC First Class  
above and their equivalents

Other officers in first grade including : II AC-2 Tier Sleeper  
MNS officers, Midshipmen officers and  
Their equivalents, JCOs and their equivalents

NCOs, ORs and NCs(E) & their equivalents : Chair Car

2. Reference were received from Service HQs seeking clarification whether Service Personnel of rank of NCOs, OR and NC(E) and their equivalent who were entitled to travel by Chair Car Express could travel in AC-3 Tier, while performing journey on LTC.
3. It has been intimated by Railway Board that Chair Car accommodation in all long distance trains have been replaced by AC-3 Tier, Ministry of Railways are not notifying fares for AC-3 Tier Sleeper is lowest class in Rajdhani Express trains.
4. It has, therefore, been decided that in Rajdhani Express trains Service Personnel of rank of NCOs, ORs, NCs(E), their equivalents and their families who are entitled to travel by Chair Car are entitled to travel by AC-3 Tier in Rajdhani Express while performing journeys on LTC.
5. LTC claims already decided shall not be reopened.
6. Relevant Rules of TRs-91 Edition/will be amended in due course.
7. This issue with the concurrence of Min of Defence (Fin/QA) vide their UO No.1362 dated 11.10.99.

Yours faithfully,

Sd/- x x x x x

(R.S.Choudhary)

Under Secretary to the Govt. of India

Copy to :

The CGDA, New Delhi, The DADS, New Delhi, The DDADS, All Controller of Defence Accounts (CDA) (Fys) Calcutta, Min of Def (Fin/QA)-5Copies, Min of Def (Fin/Navy)-5copies,

Min of Def (Fin/Air)-5 copies, Air HQ/PP&R-4--50 copies, Naval HQ/Passage-50 copies, Army – 250 copies, Director of Accounts (Postal), APS Accounts Section, Kamptee, Nagpur

Ink signed copies to all CDAs including CDA(Fys) Calcutta.

No. 1(26)/97/VII/D  
Gover  
Minis

New Delhi-110 011, dated the 29<sup>th</sup> F

To

The Chief of the Army Staff,

The Chief of the Air Staff,

The Chief of the Naval Staff,

**Subject : Removal of anomalies arising from the implementation of the revised pay allowances consequent to the V CPC recommendations – Travel entitlement or Concession (LTC) and Temporary Duty - regarding.**

Sir,

I am directed to refer to this Ministry's letter No. 12630/Q Mov/3198 dated 28<sup>th</sup> October above subject and to state that the issues regarding certain anomalies arising from the implementation of revised pay scales and allowances consequent to the Fifth CPC award for the Defence Service have been considered by the Government in the light of the recommendations of a Committee specifically constituted on the above subject and it has been decided in partial modification of the above mentioned following travel entitlements on LTC and Temporary Duty shall be admissible :-

- i) Havildars and equivalent to travel by AC 3 Tier sleeper accommodation on duty and
- ii) Lt. Colonel and equivalent to travel on their own discretion by air on duty where the distance involved is more than 500 kms. And the journey cannot be performed overnight by train or slip coach service; and
- iii) Lt. Colonel and equivalent in receipt of monthly basic pay of Rs. 16,400/- and above to travel by rail in air-conditioned first class while availing LTC.

2 The relevant Rules in Pay and Allowances Regulations for Army, Air Force and Navy are hereby amended.

3. This will take effect from date of issue of this letter.
  
4. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. N dated 23-2-2000.

Under Secretary to the Gover

Copy to : As per standard list of distribution.

No. 1(26)/97/VII/D(Pay/Services)

Government of India,

Ministry of Defence,

New Delhi, the 21<sup>st</sup> July, 2000.

**CORRIGENDUM**

Subject : **Removal of anomalies arising from the implementation of the revised pa allowances consequent to the recommendations of V CPC – Travel entitlem Travel Concession (LTC) and Duty - regarding.**

This Ministry's letters No. 1(26)/97/VII/D(Pay/Services) dated 29<sup>th</sup> February, 2000 subject is amended as follows :-

In line 3 of the "subject heading" and line 7 of paragraph 1 the word "Temporary" may be

This issues with the concurrence of Finance Division of this Ministry vide their U.O. No. 21<sup>st</sup> July, 2000.

Under Secretary to the

To

The Chief of Army Staff

The Chief of Naval Staff

The Chief of Air Staff

Copy to : -

As per standard distribution list.

12647/Q Mov C/112

Gover

Minis

New Delhi, the

**CORRIGENDUM**

This Ministry's letters No. 12647/Q Mov C/2610/D (Mov)/98 dated 11 Sep 98 relating to journey for the purpose of leave travel concession in respect of service personnel is amended as follows:-

Note 2 under para 1 (c) is substituted by the following :-

“Service personnel and their families may also travel on Warrant/Form ‘D’/CV by Rajdhani Express.”

2. The relevant rules in TR-91 Edition will be amended in due course.
3. This issue is issued with the concurrence of Min of Def (Fin/QA) vide their U.O. No. 303/C/29.3.2000.

(RS (

Under Secretary to the



To

The Chief of the Army Staff

The Chief of the Naval Staff

The Chief of the Air Staff

**Copy to :-**

CGDA, New Delhi, DADS, New Delhi, DDADS,

All Controller of Defence Accounts, including CDA (Fys) Calcutta,

Fin (QA) – 05 Copies, Fin Navy - 05 Copies, Fin/Air - 05 Copies

Air HQ/PP&R – 4 – 50 copies, NHQ/Passage – 50 copies, Army/Q Mov C - 250 copies,

Director of Accounts (Postal), APS Accounts Section, Kampatee, Nagpur, CDA (Fys) Calcutta.

Ink Signed Copies to all CsDA including CDA (Fys) Calcutta.

No.12647/Q Mov C/2463/D(Mov)/20

Gover

Minis

New Delhi, the

**OFFICE MEMORANDUM**

6/8/2006

**Subject :- Leave Travel Concession for Defence Service Personnel**

The issue of relaxation for Defence Service Personnel from the suspension of LTC announced by Department of Personnel & Training vide their OM No.31011/3/2001-Estt(A) has been engaging the attention of Ministry of Defence for some time. With the approval of Ministry of Finance and Department of Personnel & Training it has been decided that the suspension of LTC from Home Town (Rule 177A,177C and 184(i) & (ii)) will be waived for Defence Service Personnel from 1.3.2003 i.e., two years period originally stipulated in DOP&T OM dated 2.3.2001 referred to above.

2. As regards suspension of LTC facility for travel up to 1450 kms in lieu of Home Station (Rule 184(iii)) is concerned (irrespective of the distinction between field area and peace area) the matter has been reviewed by Department of Personnel & Training and Ministry of Finance. In the light of the review, the orders will be issued which will be effective from a prospective date for a period of two years as envisaged in DOP&T order dated 2.3.2001. Till such orders are issued LTC claims may be allowed on a provisional basis subject to adjustment/recovery later on.

3. The other conditions and relaxations of the LTC suspension issued vide OM No.31011/3/2001-Est.A dated 2<sup>nd</sup> March 2001 will be applicable in case of Defence Service Personnel.

4. This issue is issued with the concurrence of Ministry of Defence (Finance/QA) vide their I.D. No. 1601/2002 dated 16.01.2002.

Sd/-

(R.S.CHOUDHARY)

DEPUTY SECRETARY TO THE GOVT OF INDIA

To,

The Chief of the Army Staff

The Chief of the Naval Staff

The Chief of the Air Staff

Copy to :-

CGDA, New Delhi, DADS, New Delhi –2 copies, MOD (Fin/Air), MOD(Fin/Navy)

MOD(Fin/QA)- 2 copies, Naval HQ/DP, Air HQ/PP&R 4- 25 copies. Army HQ/Q Mov C-200 cop  
copies to all CDAs including PC of A (Fys), Calcutta.

No. 12647/Q Mov C/120

Gover

Minis

New Delhi, the dated 28

To,

The Chief of the Army Staff,

The Chief of the Naval Staff,

The Chief of the Air Staff,

New Delhi.

Subject :- **Leave Travel Concession for Defence Service Personnel**

-

-

Reference Para 2 of this Ministry's O.M. No. 12647/Q Mov C/2463/D(Mov)/2001 dated 2002.

2. It has been decided in consultation with the DOP&T that LTC facility to travel upto 1450 Kms TR 177B and 184 (iii) will continue to be avail by Service Personnel serving in field areas. The travel to leave station upto 1450 Kms will, however, not be available to the families of service p posted in field areas and also to the service personnel posted in peace areas and their families.

3. These orders will be effective from 01<sup>st</sup> April 2002 to March 2004.

4. The other conditions and relaxations of the LTC suspension issued vide DOP 30111/3/2001-Estt.(A) dated 02<sup>nd</sup> March 2001 will be applicable in case of Defence Service Pe

5. This issues with the concurrence of Ministry of Defence (Finance/QA) vide their I.D. No dated 27.03.2002.

Yours faithfully,

Sd/-x x x x x x x

(R.S.CHOUDHARY)

DEPUTY SECRETARY TO THE GC

No. 12647/Q Mov C/3136/D(Mov)/20

Government of India

Ministry of Defence

New Delhi the, dated 29-7-2002

To,

The Chief of the Army Staff,

The Chief of the Naval Staff,

The Chief of the Air Staff,

New Delhi.

## CORRIGENDUM

Subject :- **Leave Travel Concession for Defence Service Personnel.**

-

-

In this Ministry's letter No. 12647/Q Mov C/1201/D(Mov)02 dated 28<sup>th</sup> March 2002, subject, the following amendment is made in Para 3 :

For : These orders will be effective from 1<sup>st</sup> April 2002 to 31<sup>st</sup> March 2004.

Read : These orders will be effective from 1<sup>st</sup> April 2002 to 28<sup>th</sup> February 2003.

2. This issues with the concurrence of Ministry of Defence(finance/QA)/02 vide 1205/QA/02 dated 25-7-2002.

Yours faithfully,

Sd/-x x x x x x x

(R.S.CHOUDHARY)

DEPUTY SECRETARY TO THE GOVT OF INDIA

Copy to :

CGDA, New Delhi, DADS, New Delhi – 2 copies, MOD(Fin/Air),

MOD(Fin/Navy), MOD(Fin/QA) – 2 copies, NHQ/DPA,

Air HQ/PP&R-4 - -5 copies, AHQ/Q Mov C – 200 copies,

Ink signed copies to all CsDA including PC of A(Fys), Calcutta.

No.1(5)/97/D(Pay/Services)

Government of India,

Ministry of Defence,

New Delhi, 21st November 1997

To,

The Chief of the Army Staff

The Chief of the Naval Staff

The chief of the Air Staff

Sub :- **House Rent Allowance in respect of Armed Forces Officers**

-

Sir,

I am directed to convey the sanction of the President to the sanction of House Rent All Armed Forces Officers on the same scales as notified for the civilian side vide Ministry of Finan (30)/97-E.II(B) dated 3rd October 1997 when accommodation under the existing arrangements provided subject to the following conditions :-

- (i) No type of accommodation including single accommodation, separated family accommodation or transit accommodation has been allotted to the officer.

- (ii) The officer is not staying in a mess where subsidised rentals are applicable.
- (iii) The rates of HRA may be governed by the place of the posting of the officer as civilians.
- (iv) The officers should not have refused any allotted accommodation including se accommodation either allotted to him or hired for him.

2. This will be effective from the date of issue of this letter.

3. This issues with the concurrence of the Ministry of Defence (Finance) vide their U.O. Gp., dated 21-11-1997.

Yours faithfully,

Sd/- x x x x x x

(L.T. TLUANGA)

Under Secretary to the Government of India.

Copy to all concerned.



No. 10(55)/98/D(Q&C)

Govt of India

Ministry of Defence,

New Delhi, the 29 September, 1999

To,

The Chief of the Army Staff,

The Chief of the Naval Staff,

The Chief of the Air Staff

**HOUSE RENT ALLOWANCE IN RESPECT OF ARMED FORCES OFFICERS**

Sir,

I am directed to say that consequent upon the decision taken by the Govt on House Rent Allowance (HRA) to Armed Forces Officers, orders were issued vide Govt of India Ministry of Defence (5)/97/D(Pay/Services) dated 21 Nov 1997 and letter No 10(55)/98/D(Q&C) dt 21st July 1999 in terms & conditions regulating payment of HRA. Service Hqrs. Have, however, pointed out difficulty in implementation of the above orders and requested for issue of a detailed letter clarifying the issues and all other aspects related to the payment of HRA:-

- (a) Pay for the purpose of HRA has not been specified which should include Basic Pay and Non Practising Allowance, whichever admissible.
- (b) HRA is governed by place of posting. Hence an officer posted in field/operat

provided with SF accommodation will be entitled to HRA as per the rental of unclassified 5% of actual basic pay. This is inadequate compensation for the most deserving category.

(c) Married Officers staying in officers mess, because of constraint of service and govt accommodation anywhere are not entitled to HRA. This practically debar all from HRA.

2. Keeping in view of the above difficulties pointed out by HQs, the matter has been examined by Ministry of Defence in consultation with Ministry of Finance and it has been decided to regulate HRA to Service Officers in the following manner :-

2.1 The rate of HRA for different class of cities will be as under :-

<b><u>Classification of cities/towns</u></b>	<b><u>Rates of HRA</u></b>
A-1	30% of pay
A	15 % of pay
B-1	15% of pay
B-2	15% of pay
C	7.5% of pay
Unclassified	5% of pay

The list of cities/towns classified as A-1,A,B-1,B-2 and C for the purpose of HRA will be on the basis of the classification issued by Ministry of Finance for employees on the civil side.

2.2. Pay for the purpose of these orders will be the pay drawn in the prescribed scale as based on the Rank Pay of the appropriate rank and Non-Practising Allowance (N.P.A.), wherever admissible.

2.3. Armed Forces Officers, whose place of duty falls within the qualifying limits of a city or within the contiguous and urban agglomeration of that city shall be eligible for HRA irrespective of whether the residence is within such limits or outside.

2.4. HRA to Armed Forces Officers will be admissible under the following conditions :-

(a) The family of the officer has not been allotted any type of accommodation, such as Defence Pool accommodation, Separated Family Accommodation (SFA), Temporary accommodation, accommodation on Rent Reimbursement basis including own accommodation.

(b) HRA will be governed by the place of posting of the officer including non-metro areas. However, in respect of officers posted to Ops/Field areas/modified field areas, HRA may be drawn at the rates applicable at last duty station/Separated Family station/Selected Place of Residence, provided the officer has not been allotted Separated Family (SF) accommodation. HRA may be drawn from the date from which an accommodation has been allotted for the family. HRA for the family at the rate applicable for selected place of residence, if otherwise a higher rate may be allowed if the family actually resides at that place and the factual position is verified by the competent authority and no accommodation certificate is granted by the Competent Authority about the availability of accommodation for the family at that place.

(c) The officer should not have refused any married accommodation including SF accommodation at station or selected place of residence, either allotted to him or hired for him.

(d) If an officer after acceptance, fails to take possession of Govt accommodation within 10 days of receipt of allotment letter, licence fee shall be charged from him from such date upto 10 days. In such an event HRA for a period of 20 days from the date of offer of allotment may be allowed to the officer. He may be allowed HRA after 20 days from the date of allotment letter if an Accommodation Certificate (NAC) is furnished by the competent authority in respect of accommodation in that station.

(e) Every officer, shall furnish alongwith his first claim for HRA a certificate in the Annexure 'A' to the CDA(O)/Paying authority.

(f) The officer shall also submit an application to the Stn Cdr for issue of NAC for accommodation as in Annexure 'B'. NAC as at Annexure 'C' will be issued by the Stn authorities.

(g) Officers whose families are residing at selected place of residence in non-metro areas under own arrangements would be required to submit a certificate as per Annexure 'A'

'D' alongwith their initial claim.

(h) Annexure 'C' or 'D' as applicable would be submitted to the paying authority on basis by the affected officer.

3. All other provisions not covered in this letter would be applicable to Service Officers as well as other Central Govt employees.

4. The provisions of the letters dated 21 Nov 97 and dated 21 July 1998 stand modified to the extent. The provision of this letter will be effective from 21.11.97. However, past cases where already been passed will not be reopened with the issuance of this letter.

5. This issues with the concurrence of the Ministry of Defence (Finance/Works) vide their letter (Fin/Works) of Sep 99.

Yours faithfully,

SD/- x x x x x x x

(D.R. Mehra)

Under Secretary to the Govt of India

Copy to :-

The MOD/Fin Div (W-II), Kashmir House.

Ministry of Finance, Deptt of Expenditure.

E-II(B) Branch.

The CGDA, New Delhi.

The Dte of Audit, Def Ser, New Delhi.

Dy. Dir of Audit, Def Ser, All Commands.

The CDA, All Commands.

The CDA (Officers).

The DFA (Works) - 5 copies.

The DFA(Navy) - 5 copies.

The DFA(Air Force) - 5 copies.

The Naval HQs/Dte of Air Force Works - 10 copies.

The QMG's Branch, Q3(B) - 20 copies.

The E-in-C's Branch/E2 A - 2 copies.

The CAO/Q1 - 10 copies.

Copy in ink signed :-

CDA(O), Golibar Maidan, Pune - 2 copies.

The CDA, All Commands.

The CDA(Pensions).

**Annexure 'A' to Govt of India, Ministry of Defence  
(55)/98/D(Q&C) dated 29 September 1999.**

**CERTIFICATE TO BE FURNISHED BY SERVICE OFFICERS FOR CLAIMING HF**

1. I Certify that I have applied for the Govt accommodation in accordance with the prescribed rules but have not been provided with govt accommodation/have refused the allotment of govt accommodation during the period in respect of which the allowance is claimed.

2. I certify that I am residing in a house hired/owned by me/my wife/husband/father/mother a Hindu undivided family in which I am a co-partner.

3. I certify that I am incurring some expenditure on rent  
contributing towards rent.

**OR**

I certify that the rent value of the house owned by me/owned by a Hindu undivided family in which I am a co-partner and in which I am residing is ascertainable. I am paying/contributing towards property tax.

4. I certify that I am not sharing accommodation allotted to my parent(child) by the State or an autonomous public Undertaking or semi-Government Organisation such as Municipality, Panchayat, etc. allotted rent free to another Government servant.

5. I certify that my husband/wife/children/parents who is/are sharing accn with me allot employee of the Central/State Govt/autonomous public undertakings or semi-govt Orga municipality, port trust etc. is/are not in receipt of house rent allowance from the Govt/autonomous public undertakings or semi-Govt organisations like municipality, port trust, e
6. I also certify that my wife/husband has not been allotted/accn at the same station by the Govt/autonomous public undertakings or semi-Govt Organisations such as municipality, port tru
7. I have not been provided with any rent-free Govt accn.

Place :

Signature \_\_\_\_\_

Date :

Rank & Name \_\_\_\_\_

Service No. \_\_\_\_\_

**Annexure 'B' to Govt of India, Ministry of Defence  
(55)/98/D(Q&C) dated 29 September 1999.**

**APPLICATION FOR ISSUE OF NAC FOR CLAIMING HRA**

To

Station Commander

\_\_\_\_\_

1. I opt to claim HRA in accordance with Govt of India, MOD letter No 10(55)/98/D(Q&C) d September 1999. My particulars are given below.

(a) Service No.

(b) Rank & Name

(c) CDA(O) A/C No.

(d) Unit

(e) Station

Located in :

(Peace/fd/mod fd/Op Area/Sea Service)

(Strike out whichever is not applicable)

(f) Pay details

(i) Basic Pay

(ii) Rank Pay

(g) If re-employed -

(i) Date of termination of employment



(ii) Post against which re-employed

(h) Date of promotion

2. It is certified that :-

(a) I am posted to \_\_\_\_\_

(Name of unit/ship/fmn/estt)

located at \_\_\_\_\_ on permanent duty wef \_\_\_\_\_

I have registered myself for regular/SF accn on \_\_\_\_\_.

(b) I am not in occupation of any married/SF/Transit accn.

(c) I opt to claim HRA till I am allotted a govt accn, as applied for by me.

(d) I shall not claim GRR for the period I have opted to claim HRA.

Signature of the officer

Countersigned by CO/OC Unit

**Annexure `C` to Govt of India, Ministry of Defence  
(55)/98/D(Q&C) dated 29 September 1999**

NON AVAILABILITY CERTIFICATE (NAC) FOR CLAIMING HRA

1. Certified that \_\_\_\_\_ posted to \_\_\_\_\_ w.e.f. \_\_\_\_\_ and

(IC No. Rank & Name)

(Stn)

(date)

applied for married accn/SF accn on \_\_\_\_\_ after grant of ante dated seniority his

(date)

seniority has been fixed from \_\_\_\_\_.

(date)

2. The Officer is not in occupation of any Govt married accn/SF accn/Transit accn/ Tempo accn/Hired accn/Accn on rent reimbursement (R/R) basis.

3. HRA-NAC will be valid from \_\_\_\_\_ to \_\_\_\_\_

(date)

(date)

4. Non Govt married accn is going to remain vacant during the above period because claiming HRA.

Signature of Stn Cdr

Stn :

or

Date:

His authorised rep

Note :

Application for military stns only.

To be issued on six monthly basis.

May be issued for entire period of stay in a station/field area provided no Govt married remains vacant in that Station.

**Annexure 'D' to Govt of India, Ministry of Defence  
(55)/98/D(Q&C) dated 29 September 1999.**

-  
-  
**APPLICABLE TO OFFICER CLAIMING HRA AT SELECTED PLACE OF RESIDENCE IN NC  
STATIONS**

To,

The CDA(O)

Pune

1. I opt to claim HRA in accordance with Govt of India, Min of Def letter No 10(55)/98/D(C September 1999. My particulars are given below :-

- (a) Service No.
- (b) Rank & Name.
- (c) CDA(O) Account No.
- (d) Unit Location :  
(Field/Mod field/Op area/Sea Service))  
(Strike out whichever is not applicable)
- (e) Station
- (f) Pay details (i) Basic Pay  
(ii) Rank Pay
- (g) If Re-employed -  
(i) Date of termination of emp \_\_\_\_\_  
(ii) Post against which re-emp \_\_\_\_\_
- (h) Date of Promotion

2. It is certified that :-

(a) I am posted to \_\_\_\_\_ located at \_\_\_\_\_

(Name of unit/ship/fmn/est)

\_\_\_\_\_ on permanent duty wef \_\_\_\_\_ and continue to be loca concessional area.

(b) I am not in occupation of any married/SF/Transit accommodation.

(c) My family is residing at \_\_\_\_\_ station wef \_\_\_\_\_ under  
 (Location) (Date)  
 own arrangements.

Date :

Signature of the Officer

**COUNTERSIGNED BY CO/OC UNIT**

**Note**

Certificate to be submitted on six monthly basis.

No.B/37263/AG/PS-3(b)/2109/D(Pay/Services)

Government of India,

Ministry of Defence,

New Delhi, the 14<sup>th</sup> October, 1999.

**To**

The Chief of the Army Staff,

The Chief of the Naval Staff,

The Chief of the Air Staff,

**Subject :- INCENTIVE TO ARMED FORCES OFFICERS AND PBOR FOR PROMOTION  
FAMILY NORMS**

Sir,

I am directed to refer to this Ministry's letter No. B/37263/AG/PS-3(b)/2735/D(Pay/Servi  
May, 1987 as amended by corrigendum No. 37263/AG/PS-3(b)/4074/D(Pay/Services) dated 1  
and Min of Def letter No.B/37263/AG/PS-3(b)/4157/D(Pay/Services) dated 16<sup>th</sup> July, 1987 on  
incentive for promoting Small Family Norms and to say that the President is pleased to decide  
contained in the Ministry of Finance (Department of Expenditure) O.M. No.6(39)/98/IC-II dated  
(copy enclosed) will be applicable mutatis muntandis to Service Officers and personnel below  
(PBOR) including Non-Combatants (enrolled).

2. This letter issues with the concurrence of Ministry of Defence (Fin) vide their U.O.No.1(  
dated 08.10.1999.

Yours faithfully,

Sd/-xxx

(RK GROVER)

Under Secretary to the Government of India.

Copy to:

As per distribution list.



F.No.6(39)/98-IC.II

Government of India

Ministry of Finance

Department of Expenditure

(Implementation Cell)

New Delhi 6<sup>th</sup> July, 1999

**Subject : Incentive for promoting Small Family Norms among Central Government  
Recommendations of the Fifth Central Pay Commission**

According to the provisions contained in this Ministry's Office Memorandum No. 7(39) December 4, 1979, Central Government employees who undergone sterilisation were entitled to an Increment in the form of Personal Pay not to be absorbed in future increases in pay. The rate of Personal Pay was equal to the amount of the next increment due at the time of grant of the incentive and was fixed during the entire service.

2. Consequent upon the revision of pay scales with effect from January 1, 1986 in accordance with the recommendations of the Fourth Central Pay Commission, orders were issued in this Ministry's Office Memorandum No. 7(60)/E.III/86 dated February 9, 1987 to the effect that the rate of Personal Pay should be amount equivalent to the lowest rate of increment in the revised pay scales corresponding to the post against which an individual had initially earned the Personal Pay for adopting small family norms at the pre-revised scales of pay.

3. The recommendations of the Fifth Central pay Commission on incentives for adopting small family norms contained in paragraphs 109.10 to 109.15 of their Report have been carefully considered by the Government. In partial modification of the provisions contained in this Ministry's Office Memorandum No. 7(39)-E-III/79 dated December 4, 1979 as amended from time to time, the President is now pleased to issue the following orders :



(a) The Special Increment presently admissible in the form of Personal Pay to the Central Government employees who had undergone sterilisation prior to January 1, 1996 and were drawing pay in the revised scales shall be revised so as to be equivalent to the lowest rate of increment applicable in the revised scales of pay corresponding to the pay scale of the post against which the employee initially earned the Personal Pay in the applicable pre-revised scale of pay

(b) Such of those Central Government employees who had undergone sterilisation after January 1, 1996 and had opted to come over to the revised scales of pay shall also be entitled to the Special Increment at the lowest rate of increment in the revised scales of pay applicable at the time of undergoing

(c) Employees who had opted to retain the pre-revised scales of the pay shall, however, be entitled to the Special Increment only at the lowest rate of increment applicable to the relevant pre-revised scales. This will be revised so as to correspond to the lowest rate of increment in the applicable revised scales only on their switching over to the revised scales.

(d) The Personal Pay shall henceforth be termed as "Family Planning Allowance".

(e) The Family Planning Allowance for adoption of small family norms shall be admissible in those Central Government employees with not more than two surviving children.

4. All other terms and conditions governing the grant of this incentive shall continue to be as in force.

5. These orders will be effective from the date an employee draws pay in the revised scales applicable in terms of the Central Civil Service (Revised Pay) Rules, 1997.

6. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders will be issued after consultation with the Comptroller and Auditor General of India.

7. Hindi version will follow.

Sd/- xxx

(N SUNDER RAJAN)

Joint Secretary to the Government of India

To.

All Ministries and Departments of the Government of India

(As per Standard Mailing List with the usual number of spare copies)

No.1/(1)/98/D(Pen./Sers)

Government of India

Ministry of Defence

New Delhi.

Dated 15<sup>th</sup> June, 1998

To

The Chief of the Army Staff,

The Chief of the Naval Staff,

The Chief of the Air Staff.

**Subject : Implementation of Government's decision on the recommendations of the 5<sup>th</sup> Commission – Grant of fixed medical allowance @ Rs.100/- p.m to A pensioners and their families (including future pensioners/family pensioners/family pensioners of erstwhile State Forces.**

Sir,

The undersigned is directed to state that in pursuance of Government's decision on the recommendations of the 5<sup>th</sup> Central Pay Commission sanction of the President is hereby accorded for grant of fixed medical allowance @ Rs. 100/-p.m. to Armed Forces pensioners/family pensioners for expenditure on day-to-day medical expenses that do not require hospitalisation unless the individual requires Out Patient Department(OPD) treatment in Armed Forces Hospitals/M.I. rooms.

2. These orders shall apply to Armed Forces and State Forces pensioners/family pensioners whose time of retirement/death were governed by pension regulations of Army, or corresponding regulations of Navy and Air Force and under Pension Rules/Orders of erstwhile State Forces and are eligible for medical facilities after discharge, invalidment or retirement.
3. Existing pensioners as well as the future retirees shall have to exercise one time option in the prescribed form (Annexure-I) to avail of medical facilities at OPD of Armed Forces Hospitals/MI rooms or medical allowance of Rs 100/- p.m. In the case of future retirees, the option in the prescribed form shall be obtained by the concerned formation/unit/ record office from where they are retiring alongwith supporting papers. In case of existing pensioners who opt for medical allowance specific entry in the PPO as well as in the pension certificate by the PDA. The Station Headquarters shall check the position in this regard from PPO/pension certificate and advise the pensioner the facilities to indoor patient treatment only requiring hospitalisation where the pensioner opts for fixed medical allowance of Rs.100/- p.m.
4. Pensioners/Family pensioners who opt for medical allowance, an undertaking on the prescribed form per Annexure II shall be required to submit to the effect that they are entitled to medical facilities at Armed Forces Hospital/MI rooms but opt for medical allowance. On the basis of this undertaking pension disbursing authorities shall make an entry in regard of medical allowance in the PPO as well as pension certificate of the individual concerned and authorise payment of medical allowance. If the undertaking can be obtained by the concerned Pension Disbursing Authorities viz banks, Treasuries every year alongwith other certificates, the pensioner is required to furnish. In the case of transfer of pension accounts from one pension disbursing authority to another, a fresh undertaking has to be submitted by the pensioner to the new pension disbursing authority. As and when grant of medical allowance to a pensioner/family pensioner is authorised by the pension disbursing authority, intimation to this effect shall be sent to the CCDA(P) in the prescribed proforma (Annexure-III).
5. The Officer Commanding, Station Headquarters for the first time make suitable endorsement on the identity Card already issued to all the existing pensioners/family pensioners and also while issuing identity Card to future pensioners with reference to endorsement made by the PDA/PSA on the Pension Certificate/P.P.O regarding option for medical allowance restricting O.P.D. treatment at M.I. Rooms of Armed Forces Hospitals.
6. The payment shall be made to the pensioner by the pension disbursing authority alongwith family pension on monthly basis.
7. These orders will take effect from 01.12.1997.

8. This issues with the concurrence of Ministry of Defence/Finance(Pension)vide 1118/pen/98 dated 11.6.199

S

(SUDHA)

Deputy Secretary to Govern

- |  |  |
|--|--|
| 1. President's Secretariat,  | 7. D(Pen-A):D(Pen-C):Dpen-A/C) D<br>(Civ-II):D(GS-VI); |
| 2. Vice President's Secretariat  | D(Res) : PG cell                                       |
| 1. Prime Minister's Office   | 8. Director of Public Relations                        |
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Form of Option

(i) I.....here by opt for the medical facilities from Arme  
Hospitals/ MI Rooms .....

**OR**

(ii) I.....hereby opt to claim 1  
allowance of Rs.100/- P.M as I am residing in area where no Armed Forces Hospital/M  
facility) is available.

Existing address:-

.....

.....

Signature.....

Name.....

P.No./Regt No.....

Unit/Formation.....

**COUNTERSIGNED**

-

Date: Commissioned Officer/  
Treasury/PSB/Paying  
Station: Branch/DPDO/PAO

(i) To be scored out if not applicable

(ii) This is one time option Seal



**Form of undertaking to be furnished by pensioners to his PDA**

.....

I hereby declare and undertake that I am entitled to medical facilities in Armed Forces Hospital but I am residing in an area where no such medical facilities are available.

My residential address is \_\_\_\_\_

Vill/Moh \_\_\_\_\_

Dist: \_\_\_\_\_

Pin: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

PPO No. \_\_\_\_\_

SB/Current A/C No. \_\_\_\_\_

PDA \_\_\_\_\_

## COUNTERSIGNED

Intimation to Chief C.D.A(P), Allahabad regarding payment of Medical Allowance to pensioners

(To be prepared in duplicate)

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1. Name of the pensioner/

Family pensioner:

2. Rank and IC/Regt.No. of the pensioner/

Deceased:

3. PPO No.

3. TS/PS/HO Number:

4. Saving /Current A/C No.
5. Whether opted for medical allowance : Yes/No
6. Whether pensioner has  
Submitted an undertaking: Yes/No
8. Whether necessary entries regarding  
payment of Medical allowance has been  
made in PPO and pension certificate  
of the pensioner: Yes/No

Signature of Pension Disbursing Authority

Bank Branch

Distt:

SEAL