

**THE TAMIL NADU MINISTERS TRAVELLING ALLOWANCE  
RULES, 1951.**

*(G.O.Ms.No.42, Finance, dated 23rd January 1952.)*

In exercise of the powers conferred by section 9 of the Tamil Nadu Payment of Salaries Act, 1951 (Tamil Nadu Act XX of 1951), the Governor of Tamil Nadu hereby makes the following rules:-

**RULES**

**1.** These rules may be called the Tamil Nadu Ministers Travelling Allowance Rules, 1951.

<sup>1</sup>**2.** (1) (a) The Chief Minister may, when he travels by rail, reserve a saloon or tourist car;

(b) The security staff and the personal staff accompanying the Chief Minister may travel with the Chief Minister in the saloon or the tourist car;

(c) The security staff and the personal staff though entitled to travel by first class, shall not purchase separate tickets, if they travel with the Chief Minister in the saloon or the tourist car since the expenditure relating to the travel in the saloon or the tourist car is being met by the Government; and

(d) The claims in the travelling bills of the security staff and the personal staff be restricted only to the daily allowance admissible for the journey if they travel with the Chief Minister in the saloon or the tourist car.

<sup>2</sup>(e) One person may travel with the Chief Minister in any mode of travel in the same class in which the Chief Minister travels without payment of any fare.

**2.** A Minister may, when he travels by rail, reserve a two-berthed or four-berthed first class compartment or an air-conditioned coupe or a four-berthed air-conditioned compartment for himself, if he deems it necessary to do so.

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<sup>1</sup> Vide G.O.Ms.No.980, Public (Establishment-I and L.W.), dated 31st May 1990 (w.e.f. 27th January, 1989.)

<sup>2</sup> Vide G.O.Ms.No.1430, Public (Establishment-I and Legislature), dated 12th December, 1996 (w.e.f. 13th May, 1996.)

**3.** A Minister, not travelling in a reserved compartment, may draw a single fare of the class by which he actually travels (including air-conditioned class) and, in addition, fractional fare calculated at forty five paise for every ten kilometres or part thereof, if the part exceeds five kilometers, but he shall himself pay for his private servants and personal luggage.

**4.** (1) When a Minister travels in a reserved compartment, the charge for the compartment shall be borne by the Government department concerned, subject to adjustment with the Railway Administration, as hereinafter provided and the Minister may draw fractional fare calculated at <sup>1</sup>forty-five paise for every ten kilometers, or part thereof, if the part exceeds five kilometers.

<sup>1</sup>(2) When a Minister travels in a reserved railway compartment on tour, not more than one person, being a relative of the Minister, may subject to the authorised capacity of the compartment, travel with him in such compartment without payment of any fare;

<sup>1</sup>(3) Other persons travelling with the Minister in the reserved compartment shall pay the usual railway fares by purchasing the necessary tickets, and the Minister shall specify in his travelling allowance bill the number of persons who travelled with him and also certify therein that the necessary tickets were purchased by them.

<sup>1</sup>(4) The fares paid by the persons travelling with the Minister shall be adjusted as follows:—

(a) When the number of persons occupying the compartment (including the Minister) exceeds the minimum number of fares for which the compartment can be reserved for a member of the public, the fares for the number of occupants in excess of such minimum shall be retained by the Railway Administration.

(b) Fares which are not so retained shall be credited to the Government department concerned by deduction from the bill submitted to it by the Railway Administration.

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<sup>1</sup> Vide G.O. Ms. No. 392, Public (Elections-IV), dated 25th February, 1970.

<sup>1</sup>(5) Before beginning his journey in the reserved compartment, the Minister shall have the number and the other details of the tickets, purchased for the persons travelling with him in the compartment, entered by the station master of the station from which his journey is commenced on the form of requisition for reservation and issue of the special ticket.

<sup>1</sup>(6) If any person travels with the Minister in the reserved compartment after the issue of the special ticket to the Minister, the number and the other details of the tickets purchased for such person shall be invariably noted by the Minister or an officer authorised by him on his behalf, on the special ticket issued by the Railway with the following certificates:-

“Certified that the fares have been duly paid for..... first-class passengers travelling in the same compartment holding ticket No..... from - to-”

*Note:*—The procedure in sub-rules (3) to (6) is laid down for the purpose of enabling the necessary adjustment to be made between the Government department concerned and the Railway Administration.

<sup>3</sup>**5.** <sup>2</sup>(1) A Minister may draw mileage, for journeys by road, at two rupees only per kilometer if he engages a taxi for the journey and at thirty two paise per kilometer, if he travels in any other conveyance, provided the cost of its use or propulsion is met by him.

(2) A Minister may also undertake journey by a taxi engaged by the District Collectors for which the expenditure will be met from Government funds by the District Collectors according to the powers delegated to them. For such journeys, a Minister is not eligible for mileage.

*Note:*- It is not the intention that any specific certificate as to the Ministers meeting the cost of its use of propulsion should be called for.

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<sup>1</sup> Vide G.O.Ms.No.392, Public (Election-IV), dated 25th February, 1970.

<sup>2</sup> Vide G.O.Ms.No.1750, Public (Establishment-I), dated 13th October 1984.

<sup>3</sup> Vide G.O.Ms.No.730, Public (Special-B), dated 5th July 1993.

**THE TABLE**

Delhi Mumbai Calcutta.		Other State Headquarters.		Outside the State (Other than State Headquarters).					
		Stay in Hotel	Stay in Government Guest House/ Public Sector Guest House/ Joint Sector Guest House/ separate private arrangements (Other than Tamil Nadu House, New Delhi)	Stay in Hotel	Stay in Government Guest House/ Public Sector Guest House/ Joint Sector Guest House/ separate private arrangements	Stay in Tamil Nadu House, New Delhi			
Board- ing	Lodging	Boarding and Lodging	Boarding Lodging	Board- ing	Lodging	Boarding and Lodging			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
75/-	600/-	150/-	75/-	300/-	120/-	50/-	100/-	75/-	100/-

**6.** A Minister may draw mileage at <sup>1</sup>forty-eight paise per kilometer for journeys by canal.

**7.** (1) A Minister, when travelling by steamer, may recover his actual travelling expenses, appending to his bill a certificate as follows:-

“I certify that I have actually paid the amount of this bill and that it does not include any charge for the transport of any stores or goods other than my personal luggages.”

*Explanation.*—For the purposes of this rule, stores carried for consumption on tour shall be treated as personal luggage.

(2) A Minister may also draw, in addition, a daily allowance at the rate of <sup>2</sup>fifty rupees per day for days spent on the journey, including days of halt.

<sup>3</sup>**8.** In cases not governed by rule 4, a Minister may draw daily allowance for days of halts at the rate of fifty five rupees per day when touring within the State

*Note.*—Daily allowance may be drawn for each complete period of 24 hours of halt or halts and journeys by road and/or rail, for which no mileage or fractional fare is claimed.

<sup>3</sup>**8-A.** Where a Minister, while on tour, stays in metropolitan cities including stay at Tamil Nadu House, New Delhi, other State Head Quarters and Other places outside the State, he may draw the rates of daily allowance as shown in the Table below:—

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<sup>1</sup> Vide G.O. Ms. No. 392, Public (Elections-IV), dated 25th February, 1970.

<sup>2</sup> Vide G.O. Ms. No. 518, Public (Establishment-I), dated 27th March 1984 (w.e.f. 1st April, 1984).

<sup>3</sup> Vide G.O. Ms. No. 2905, Public (Elections-IV), dated 11th September, 1975.

**9.** A Minister may draw the actual cost of transporting at owner's risk, a motor car by railway such cost shall include a single-third class fare for a chauffeur or cleaner:

Provided that if the motor car is transported in any other manner, the Minister may draw the cost which would have been incurred, if it had been transported by train, steamer or other craft, as the case may be.

*Note.*—If the motor car so transported belongs to the Government any loss or damage sustained in respect thereof which is not recoverable from the Railway, shall be borne by the Government.

**10.** (1) A Minister may draw for a journey by air, the fare paid by him for such journey and in addition daily allowance at the rate of <sup>3</sup> fifty-five rupees per day when touring within the State and at the rate of eighty-five rupees per day when touring outside the State. If, however on the same day, before or after the journey by air, he makes a journey by any other means of locomotion, he may at his option draw in lieu of daily allowance, the mileage allowance, if any admissible for the journey so made.

<sup>1</sup>(2) A Minister who makes a journey outside India may draw, as travelling for the journey, the fare paid by him for such journey by air, steamer or railway and may draw in addition, the actual expenses incurred by him, connected with the journey including the period of halt.

<sup>2</sup>(3) Ministers shall be reimbursed the annual premium as may be fixed at the Insurance Companies, from time to time, and paid by them for taking a comprehensive insurance policy upto rupees one lakh with any Insurance Company of their choice against personal accidents during their travel by air, rail and road and also when they visit places of riots, strikes and civil, commotion on production of receipts. The claim for the reimbursement of the annual premium for the comprehensive

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<sup>1</sup> Vide G.O. Ms.No. 147, Public (Establishment-I ), dated 27th January, 1986. (W.e.f. 1st April, 1982)

<sup>2</sup> Vide G.O. Ms. No. 971, Public (Establishment-I), dated 26th May 1978.

<sup>3</sup> Vide G.O. Ms. No. 730, Public (Special-B), dated 5th July 1993.

Insurance Policy will be made year after year, after the expiry of the validity of the policy for each year.

*Note.*—(1) For the purposes of this rule “journey by air” means journeys performed in the machines of Public Air Transport Companies regularly flying for hire, including free transit by air, in a Government machine or in a machine chartered by Government, it does not include journeys performed by private aeroplanes or air taxis.

(2) If available, return tickets at reduced rates should always be purchased, if the Minister expects to perform the return journey by air within the period during which a return ticket is available.

(3) The restriction in sub-rule (10) (1) to the drawal of both daily allowance and mileage will apply only in the case of continuous journeys. In other cases where a journey is performed separately on the same day, the travelling allowance as admissible for that part may also be drawn.

(4) The Minister may travel by air from Chennai to Trivandrum and from Trivandrum to Nagercoil by road and return to Chennai by the same routes whenever they visit Kanniyakumari district on duty.

<sup>1</sup> **10-A.** A Minister may draw an advance towards the travelling expenses during a journey on tour. The amount so drawn shall not in any circumstances, exceed the amount of travelling allowance to which the Minister is entitled for the journey which has not already commenced and shall not also exceed the sum likely to be required to meet his travelling expenses for the month or for the probable duration of the tour, whichever is shorter. The advance shall be charged to the final head of expenditure concerned. When the Minister returns to Headquarters on completing the tour, the advance drawn should be adjusted at once in full, in the detailed travelling allowance bill for the month. When the Minister has drawn an advance the second advance shall not be drawn unless the balance on the advance drawn, if

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<sup>1</sup> *Vide* G.O.Ms.No. 2150, Public (Establishment-I ), dated 17th November, 1978.

any, is remitted into the bank and the adjustment travelling allowance bill has been presented at the Pay and Accounts Office.

*Explanation.*—(1) “Headquarters” means the City of Chennai.

(2) “Bank” means any office or branch of the Banking Department of the Reserve Bank of India.

<sup>1</sup>**10-B.** Where a Minister proceeding on tour reserves accommodation for the air journey and subsequently cancels it in the exigencies of public service, an expenditure involved for the cancellation of the accommodation shall be met from the State funds. The cancellation or postponement of such air journeys shall, however, be intimated to Air lines Corporation as soon as possible so that the cancellation fee charged by the Corporation may be minimised.

**11.** The State Government may by order, relax the provision of these rules in any particular case to such extent or subject to such conditions or modifications, as may be specified in such order and also fix the rates of travelling and daily allowances applicable to the case.

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<sup>1</sup> *Vide* G.O. Ms. No. 107, Public (Allowances-I ), dated 26th May 1981.