



# JAIPUR VIDYUT VITRAN NIGAM LIMITED

(A Government of Rajasthan Undertaking)  
{Chief Accounts Officer(IA)}

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No. JPD/CAO(IA)/AO/Rules/F.18/ D. 2580

Jaipur, dated: 5/9/2017

## ORDER

**Sub: - Amendment in JVVNL T.A. Rules, 1962.**

In exercise of powers conferred vide order No. JPD/CAO(IA)/AO/Rules/ F.90/ D. 3203 dated 20.01.2014 (JPD/Rules-939), the Managing Director has approved to adopt the State Government's Order No. F.6(3)FD/Rules/2012 Pt. dated 09.06.2017 (copy enclosed), regarding amendment in JVVNL T.A. Rules, 1962. Accordingly, following amendments are hereby made in the T.A. Rules, 1962, namely: -

1. The existing Appendix- 'A' (Part-I), Appendix- 'A' (Part-II), Appendix- 'A' (Part-III), Appendix- 'B' (Part-I) and Appendix- 'B' (Part-II) appended to JVVNL T.A Rules, 1962 shall be substituted by the newly Appendix- 'A' (Part-I), Appendix- 'A' (Part-II), Appendix- 'A' (Part-III), Appendix- 'B' (Part-I) and Appendix- 'B' (Part-II) enclosed herewith.
2. The existing rate for local short journey under Rule 23 (3) shall be substituted by the following: -

Category	Mode of Travel	Rates
'A' & 'B'	Own Car	₹ 9.00 per km subject to maximum of ₹ 600 per month.
	Own Scooter/ Motor Cycle	₹ 3.00 per km subject to maximum of ₹ 600 per month.

3. Note appearing below Rule 10 shall be deleted.
4. Incidental charges wherever appearing in the rules shall be deleted.

By order,

(Dr. R.P. Gupta)  
Chief Accounts Officer (IA)

Copy forwarded to the following for information and circulation in various offices under their jurisdiction and control: -

1. The Chief Engineer/Zonal Chief Engineer ( ), JPD, \_\_\_\_\_
2. The Dy. Chief Engineer ( ), JPD, \_\_\_\_\_
3. The Chief Personnel Officer, JPD, Jaipur.
4. The Secretary (Admn.)/Company Secretary, JPD, Jaipur.

5. The Chief Accounts Officer (FM-W&M/ Rev. & Billing) JPD, Jaipur.
6. The Addl. Superintendent of Police (Vig.), JPD, Jaipur.
7. The Superintending Engineer ( ), JPD, \_\_\_\_\_
8. The Superintending Engineer (IT), JPD, Jaipur. He is requested to upload this order indicating JPD/Rules No. on the Jaipur Discom's website.
9. The Sr. Accounts Officer ( )/ Dy. Director of Personnel ( ), JPD, \_\_\_\_\_
10. The Accounts Officer/Asstt. Accounts Officer ( ), JPD, \_\_\_\_\_
11. P.A to the Chairman, Discoms/Managing Director, JVVNL, Jaipur.
12. P.A to the Director (Finance/Technical), JPD, Jaipur.

  
(S.M. Rafique)

Asst. Accounts Officer (Rules)

## Appendix - 'A' (Part-I)

Rule 7, 13 &amp; 14

**RATE OF ADMISSIBILITY OF  
MILEAGE ALLOWANCE FOR TRAVEL BY RAIL**

Category of Nigam employees	Actual rail fare of class of accommodation	Remarks ( Applicable to all categories)
1	2	3
A	Actual rail fare including reservation charges of any train in any class	1. For this purpose, (except travel by second class Non AC) the Nigam employee concerned shall enclose ticket/cash receipt (in original or photocopy) issued by Railway Authorities in the Travelling Allowance Bill.
B	Actual rail fare including reservation charges of A.C. Three Tier (May travel in Two Tier if the train does not have Three Tier A.C. Coach) or A.C. Chair Car (excluding Executive class).	2. Officers not getting accommodation in the class to which they are entitled can travel either by the lower or higher class whichever is available. In the former case, they can claim actual fare of the lower class to which they are entitled and in the later case they may claim the railway fare of the category to which they belong.
C	Actual rail fare including reservation charges of A.C. Chair Car or Non A.C. second class sleeper.	3. Claims for refunds of unused tickets should be preferred to concerned Railways, Road Transport concerned and Airlines. The amount of cancellation fee charged by the Rail, Airlines or Road Transport concerned etc. shall be reimbursed by the Nigam on furnishing a certificate from the controlling authority to the effect that the official journey has to be cancelled due to official reasons or unavoidable circumstances beyond the control of the Nigam employee like sudden illness or death of near relative etc. The ordinary reservation fee in such cases may also be reimbursed to the Nigam employees without waiting for the acceptance of his claim for refund of cancellation charges by the Rail, Road transport or Airline authorities. Refund of agency charges paid to a travel agency for booking journeys for his own convenience are not to be made. The cancellation charges shall be claimed in Travelling Allowance Bill.
D	Actual rail fare including reservation charges of Non A.C. second class sleeper.	
E	Actual rail fare including reservation charges of Non A.C. second class sleeper.	In unavoidable circumstances beyond the control of Nigam employee, the reservation fee or unused tickets cannot be produced for claims or cannot be cancelled by concerned airline authority, in such cases, Head of Department shall be competent to reimburse the reservation fee/ticket charges, after fully satisfying with the circumstances and relevant documents.

## Appendix - 'A' (Part-II)

## Rule 15 &amp; 16

## MILEAGE ALLOWANCE FOR TRAVEL BY ROAD

Category of Nigam employees	Special Rated	Ordinary Rates	
1	2	3	
A & B	(i) Journey in a motor car owned by a Nigam employee.	₹ 9.00 per km.	(a) Actual Air-conditioned /Deluxe (including Semi-Deluxe)/Volvo or any Upper Class bus Fare plus passenger tax and other tax charged, if any.
		₹ 3.00 per km.	(b) Mileage Allowance for journey to reach Airport/Railway Station/Bus Stand from duty point/residence and vice versa.
	Place		Rate
	(i) Jaipur		₹ 150/-
	(ii) Journey by a Scooter/motor cycle/moped etc. owned by a Nigam employee.	₹ 6.00 per km.	(ii) Jodhpur, Udaipur, Kota, Bikaner and Ajmer
(iii) All State Capitals in India (except Jaipur) including Delhi & places connected by air-services.			Actual charges paid in payment of fare for taxi, Auto-Rickshaw, Scooter, Bus, Rail, Metro Train.
(iii) Journey by any other means of conveyance like Auto Rickshaw including E-Rickshaw.	₹ 6.00 per km.	(iv) Other places	₹ 60/-
C, D & E	(i) Journey by a Scooter/motor cycle/moped etc. owned by a Nigam employee.	₹ 3.00 per km.	(a) Actual ordinary/express or Mail Class Bus Fare plus passenger tax plus other tax charged, if any.
		₹ 6.00 per km.	(b) Mileage Allowance for journey to reach Airport/Railway Station/Bus Stand from duty point/residence and vice versa.
	Place		Rate
	(i) Jaipur		₹ 150/-
	(ii) Journey by Auto Rickshaw including E-Rickshaw.	₹ 2.00 per km.	(ii) Jodhpur, Udaipur, Kota, Bikaner and Ajmer
(iii) All State Capitals in India (except Jaipur) including Delhi & places connected by air-services.			Actual charges paid in payment of fare for taxi, Auto-Rickshaw, Scooter, Bus, Rail, Metro Train.
(iii) Journey by cycle or on foot.	₹ 2.00 per km.	(iv) Other places	₹ 60/-

NOTE: - (Ordinary rates)

- (i) A Nigam employee who uses departmental vehicle (including staff car) for road journey from office or residence to Airport or Railway Station or Bus Stand and vice versa in connection with undertaking of a journey by air, rail or road shall not be entitled to road mileage allowance from duty point of Airport/Railway Station or Bus Stand and vice versa.
- (ii) Where a Nigam employee alights from a train/bus/aeroplane in order to catch a connecting train/bus/Air service from another Railway Station/Bus Stand/Airport, as the case may be, at a particular place en-route

his destination, he shall be entitled to road mileage allowance at the rates indicated in para (b) above of respective category.

- (iii) The procedure laid down in note 3 of remarks column of Appendix 'A' (Part-I) shall apply in respect of refund of cancellation charges on unused tickets issued by Road Transport concerned.
- (iv) Every Nigam employee who travels on duty in Air conditioned/deluxe (including Semi-Deluxe)/Volvo or any Upper Class Bus shall be required to attach the bus ticket or its photocopy in the Travelling Allowance Bill.

NOTE: - (Special rates)

- (i) A Nigam employee shall not undertake journey by a Scooter/Motor Cycle/Moped etc. owned by him for a distance exceeding 25 kms. from his headquarters to places connected by rail or regular bus service.
- (ii) Road journey by a Scooter/Motor Cycle/Moped etc. owned by Nigam employee may, however, be made for a distance not exceeding 50 kms. from his headquarters between places neither connected by rail nor by regular bus service.
- (iii) In case journey in a Motor Car owned by a Nigam employee where Toll Tax is charged the journey will be valid only on production of receipt of payment of Toll Tax. The Nigam employees shall be entitled to toll tax charges actually paid by him in addition to the mileage allowance as admissible under the above rule.
- (iv) In case where husband and wife both are Nigam employees and the Motor Car is owned by either of them, the journey undertaken by either in the said Motor Car owned by his/her spouse would be treated to have been performed in his/her own car for the purpose of these rules.

## Appendix - 'A' (Part-III)

## Rule 17 &amp; 18

## MILEAGE ALLOWANCE FOR TRAVEL BY AIR

Eligibility	Mileage Allowance	Remarks
1	2	3
<p>1. Officers drawing Basic Pay of ₹ 37,000/- and above.</p> <p>Note: -</p> <p>1. Officers drawing Basic Pay of ₹ 80,000/- and above can travel in Executive Class.</p> <p>2. Officers drawing Basic Pay of ₹ 37,000/- and above but below ₹ 80,000/- can travel in Economy Class/Standard/ Lowest Class of Airlines.</p> <p>Exception: -</p> <p>1. In such cases where journey involved is more than 500 kms. and cannot be performed over night by train, officers drawing Basic Pay of ₹ 27,000/- and above but below ₹ 37,000/- shall be entitled to travel by Air by Cheapest class, with prior approval of Controlling Authority. Actual Air Fare and reservation charges shall be admissible subject to production of Ticket and Boarding Pass.</p> <p>2. Nigam nominees attending meeting of Companies, Cooperative societies, Autonomous Bodies, Industrial or Commercial Corporation or any other Corporate Body or statutory organization may travel by air, if the Company/Body pay air expenses even though they are not entitled to travel by Air under these rules.</p>	<p>1. One actual single fare including tax and surcharge on fare, if any.</p> <p>2. For combined journey by Air and by rail or road, mileage allowance as permissible for such journeys shall be admissible except for surface transport included in air fare.</p> <p>3. The amount if bus fare charged by the Indian Airlines for road journey from IAC office to Airport and vice versa separately in addition to the air fare shall not be admissible.</p>	<p>1) (a) Air travel in economy class/lower class can be done through any Airline.</p> <p>(b) All air ticket bookings shall be preferred directly with the airline or through official website of airline.</p> <p>(c) Tickets may also be booked through authorized booking agencies. However, facilitation fee/service charges to booking agency (by whatever nomenclature) which is not included in the tariff charged by the airline shall not be reimbursed.</p> <p>(d) Element of Service Tax, Education Cess, or any other Tax/Fee/Cess charged by Government on Air travel or booking of air tickets would be admissible for reimbursement to the individual officers.</p> <p>2) Officers drawing basic pay below ₹ 80,000/- are expected to certify that they have purchased the ticket of Airlines of Economy Class/ Lowest fare for air journey.</p> <p>3) If Nigam employee not authorized to travel by Air on tour, performs journey by Air to save time, he may draw mileage allowance, which would be admissible if he had traveled by rail or road.</p> <p>4) Expenses incurred on booking air passage are not admissible except where actual expenses for travel by Air are allowed in any case.</p> <p>5) The procedure laid down in item 3 of remarks column of Appendix 'A' (Part-I) shall apply in respect of refund of cancellation charges of unused Air Tickets.</p> <p>6) If an officer undertake journey by air, no departmental vehicle should be made to follow the officer and the subordinate officers will also not perform journey to that station by Nigam vehicle during that period. A certificate to this effect will be recorded by the officer on his traveling allowance bill.</p>

Appendix - 'B' (Part-I)

Rule 18 & 19

**RATES OF DAILY ALLOWANCE**

(When a Nigam servant on tour stays in Government/Public Sector Circuit House /Guest House)

Category	All State/Union Territory Capitals (Amount in ₹)	All places other than column No. 2 (Amount in ₹)	Remarks (Applicable to all categories of Nigam employees)
1	2	3	5
A	800	600	Admissibility of Daily Allowance is subject to the conditions mentioned in the schedule appended to this Appendix.
B	700	500	
C	600	400	
D	550	350	
E	350	250	

## Appendix - 'B' (Part-II)

## Rule-19

**DAILY ALLOWANCE RATES FOR BOARDING AND LODGING**

(When the Nigam Servant stays in a hotel or other establishment providing boarding and/or lodging on tour a fixed rate provided that such hotel/institution is registered/has obtained-license from the Competent Authority viz. Local Bodies, Sales Tax Authority, GST Authority, Service Tax Authority etc.)

Category	All State/Union Territory Capitals (Amount in ₹)	All places other than column No. 2 (Amount in ₹)
1	2	3
A	3000	2000
B	2500	1800
C	2000	1500
D	1500	1000
E	1000	700

**Remarks (Applicable to all categories of Nigam employees):**

- (1) Admissibility of Daily Allowance is subject to the conditions mentioned in rule 19.
- (2) The rates for boarding and lodging charges shall be admissible only if an official stays in a hotel/Circuit house/Dak Bungalow/or any other institution like Young Men's Christian Association, Cricket Club of India, Youth Hostels etc. which provide for lodging arrangement at scheduled tariff and produces vouchers/receipts in token of payment made on account of hotel accommodation charges. In case the actual charges paid on account of boarding and lodging are less than the ceiling prescribed in col. 2 and 3 of this appendix, actual charges paid shall only be admissible.
- (3) Where the actual hotel charges paid are inclusive of accommodation and meals and are less than the ceiling prescribed under col.2 and 3 the actual charges paid only shall be admissible.
- (4) In case accommodation is not available in Vidyut Niwas at New Delhi, the daily allowance shall be admissible at the rates prescribed for Delhi shown in col. 2 of this appendix, subject to the conditions mentioned in point No. 2 above. The official claiming the daily allowance for New Delhi shall record a certificate on the travelling Allowance claim to the effect that he actually stayed in a hotel due to non-availability of accommodation in Vidyut Niwas.
- (5) Actual taxi charges admissible under exception No.1 and 2 of rule 22 shall be in addition to daily Allowance.
- (6) These rates are inclusive of all types of taxes.
- (7) In case accommodation is not available in Vidyut Niwas at New Delhi, officers can stay in hotel/institution at prescribed rates after obtaining NAC from Vidyut Niwas of RVPN except officers of Category 'A', who can stay in hotel without obtaining NAC.