

/115242/2024

NO.F.5(1)-FIN(EXPDT-II)/2024/02
GOVERNMENT OF TRIPURA
DEPARTMENT OF FINANCE

Dated , Agartala the 30th April ,2024

MEMORANDUM

Subject:- Travelling Allowance Rules- Submission of Boarding Pass alongwith TA Bill .

In modification of earlier Memo No.F.5(2)-FIN(G)/2009(Part)/ dated 18th October,2010, I am directed to inform that Government of Tripura has adopted Memo No.19030/3/2014-E.IV , Dated 23rd June,2020 issued by the Ministry of Finance, Department of Expenditure,Government of India regarding submission of Boarding Pass as a proof that the journey was actually performed by the official concerned.

2. Henceforth, if a Government servant is unable to submit the Boarding Pass alongwith TA Bill , he can submit a self declaration certificate in lieu of Boarding Pass alongwith TA Bill . The proforma for self certificate is enclosed as Annexure-I . The self certificate needs to be countersigned by the Controlling Officer in case of officials below the Under Secretary level (i.e. from Pay Level 14 and below)

3. This is for compliance by all concerned .

Encl:- As stated above

Signed by Dinesh Debbarma

Date: 30-04-2024 12:09:35

Reason: Approved

(D.Debbarma)

Under Secretary to the
Government of Tripura

To

Principal Secretary / Secretary In-charge of all Departments / All Head of Department

Copy to :-

1. The Secretary to the Hon'ble Governor of Tripura
2. The Secretary to the Chief Minister, Tripura
3. The PA/PS to all Ministers , Government of Tripura
4. The PPS to the Chief Secretary , Tripura
5. The Secretary , Tripura Legislative Assembly
6. The Secretary , Tripura Public Service Commission
7. The Accountant General (A&E) , Tripura, Agartala
8. The Principal Accountant General (Audit) , Tripura , Agartala
9. All Treasury & Sub-treasury Officers , Tripura
- 10 . The Web Administrator, Finance Department to upload a copy of the memorandum in the Finance Department's Web portal .

(Annexure-I)

Self-Certificate in lieu of Boarding Pass

(In terms of OM No.F.5(1)-FIN(EXPDT-II)/2024/03 dated 30.04.2024 issued by Finance Department, Government of Tripura)

I (Name of the employee.....) S/o or D/o.....) hereby declare and certify that:

- 1. I have misplaced my Boarding Pass and do not have a digital/physical copy.
- 2. I have actually performed the onward journey on Tour from to on (date) using the air ticket purchased by my office/by me vide PNR No. dated Issued by (Name of Airlines Company/Authorised Agency) to visit (address of the office visited).
- 3. I have actually performed the return journey on Tour from..... to on (date) using the air ticket vide PNR No. dated Issued by (Name of Airlines Company/Authorised Agency) to visit (address of the office visited}.
- 4. I further declare that I have neither claimed nor I will claim part or full of this claim for this journey from any other source/office.
- 5. In case the above declaration given by me is not found true at any stage, I shall be liable to disciplinary action under Central Civil Services (Classification, Control and Appeal) Rules, 1965, as amended from time to time and to refund the sum along with penal interest thereon to the State Government.

(Signature/Thumb impression)

Name of the Government Servant

Designation

Name of the Office

Countersigned by Controlling Officer