

THE UTTAR PRADESH MINISTERS (TRAVELLING ALLOWANCES) RULES, 1997

ARRANGEMENT OF SECTIONS

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returning unused tickets and the amount of the bill of the taxi hired.

In pursuance of the provisions of clause (3) of Article 348 of the constitution, the Governor is pleased to order the publication of the following English translation of notification no. 2/1/1/87-CX-(1), dated October 13, 1997.

No. 2/1/1/87-CX-(1)
Dated Lucknow, October 13,
1997

In exercise of the powers conferred by section 13 of the Uttar Pradesh

Ministers (Salaries, Allowances and Miscellaneous Provisions) Act, 1981 (U.P. Act

no. 14 of 1981) *read* with section 6 of the said Act and section 21 of the Uttar Pradesh General Clauses Act, 1904 (U.P. Act no. 1 of 1904) and in supersession of

Government notifications nos. 2/1/2/81-CX-1-II P.A.-14-1981-Rule-1982, dated

August 17, 1982 and 2/1/1/81-CX-(1), dated August 1, 1983 whereby the Uttar

Pradesh Ministers (Travelling Allowances) Rules, 1983 and the Uttar Pradesh

Deputy Ministers (Travelling Allowances) Rules, 1982 respectively were Published,

the Governor is pleased to make the following rules, namely :-

THE UTTAR PRADESH MINISTERS (TRAVELLING ALLOWANCES) RULES, 1997

Short title and commencement	1. (1) These rules may be called the Uttar Pradesh Ministers (Travelling Allowances) Rules, 1997.
Journeys on official duty by a Deputy Minister	2. A Deputy Minister may, subject to his informing the Minister to whom he is attached, perform a journey on to any place within the State and with the previous of the Government, he may perform a journey on duty place outside the State. For audit purposes, a copy of sanction of the Government shall be attached to the Minister's travelling allowance bill in respect of a outside the State.
Travelling facilities by railway	3.(1) A Minister, other than a Deputy Minister, when travelling by railway, shall be entitled to- (a) a reserved compartment of the highest class available on the train by which the journey is Performed; (b) if the exigencies of the situation so warrant, a special carriage, when available; [(c) railway fares actually paid for not more than four personal attendants at the second class (sleeper) rates, whether they travel with him or precede or follow him.]¹ ; (d) conveyance of all personal luggage, whether taken in the luggage van of the train or sent by another train: (e) the whole cost of conveyance of a motor car, where it has been employed only for journeys make in the public interest.

NOTE(i)- A Minister, under this sub-rule may, without payment of any fares, take with him in the reserved accommodation the members of his family as also his Private Secretaries or such other official or

non-official persons as may travel with him in the reserved accommodation upto the limit of the number of the fares charged by the railway for reserving the accommodation. Except in the circumstances specified in Note (3) below in the case of persons mentioned therein, fares shall be paid to the railway direct for such persons travelling in the reserved accommodation as exceed the number allowed by the railway, and in such a case, the Minister reserving the accommodation should, before beginning the journey, have the number and other details of the tickets purchased for such persons entered in the requisition form by the Station Master of the station from which the Journey is commenced. This is necessary to avoid double payment being made to the railway in respect of other persons travelling with the Minister in the reserved accommodation.

(ii) A Private Secretary or any other Government servant, who accompanies a Minister in the reserved accommodation, shall not, unless his case falls under Note (3) below, be entitled for the journey to that portion or rail mileage which represents the cost of a ticket of the class of accommodation ordinarily admissible to him.

(iii) Where it is necessary in the public interest for a Private Secretary, Personal Assistant or a clerk to accompany

1. subs. by sec. 2 of U.P. Ministers (T.A.) (Fifth Amendment) Rules, 2005 w.e.f. May 09, 2005

a Minister in the reserved accommodation, he may do so even when the number of persons travelling in the reserved accommodation already exceeds the number of fares charged by the railway for reserving the accommodation provided that he purchases a ticket for the class of accommodation in which he is entitled to travel. In such a case, the Minister shall certify in the bill for his travelling allowance that it was in the public interest that the Private Secretary, Personal Assistant or the clerk travelled with him in the reserved accommodation and that he actually purchased a ticket of the class to which he was entitled. The cost of the ticket will not be deducted

from the charge on account of haulage of reserved accommodation payable to the railway.

(iv) Where journey is performed by air conditioned accommodation, a coupe containing only two berth will normally be reserved, if available.

(2) For Journeys by rail on duty, a Deputy Minister shall be entitled to an air conditioned accommodation and a coupe containing only two berths shall normally be reserved if available. He may, without payment of any fares, take with him in the reserved accommodation any member of his family or any non-official person to the limit of the number of the fares charged by the railway for reserving the accommodation.

Out of pocket expenses shall be the Uttar the within outside

[4. (1) A Minister, other than a deputy Minister, entitled for journeys performed in connection with discharge of his official duties, whether in or outside Pradesh, but within India, to out of pocket expenses at rate of Rupees two thousand five hundred per diem Uttar Pradesh and rupees three thousand per diem Uttar Pradesh.

(2) A Deputy Minister shall be entitled for journeys performed in connection with the discharge of his official duties, to out of pocket expenses at the rate of rupees one thousand five hundred per diem.]²

Provision for further travel by the members of the family of a residence to his official

5. A Minister, other than a Deputy Minister, shall be entitled to the railway fares actually paid for the members of his family, who may travel with him or proceed or follow him from his usual place of

2. Subs. by sec. 2 of U.P. Ministers (T.A.) (Seventh Amendment) Rules, 2013 w.e.f. March 25, 2013

Minister other than a Deputy Minister by fares railway his

headquarters or *vice-versa* :

Provided that this concession shall be restricted to for one journey each way, in one calendar year between official headquarters and the usual place of residence.

Travelling facilities to Ministers by road travelling

6. (1) When travelling by road, a Minister, other than Deputy Minister, shall be entitled to charge actual expenses for himself, members of his family and two personal attendants on his own certificate that the

amount charged has been actually paid. Such expenses do not include any charge for the freight of stores or goods other than personal luggage, or any charge for refreshments or staging bungalows.

Explanation-- For the purposes of this rule stores taken for consumption on tour shall be treated as personal luggage.

(2) (a) If a Deputy Minister travels in a car or by other means of conveyance which is his own or which he has hired, he may draw travelling allowance under rule 27(b) of the Financial Handbook, Volume III except the daily allowance in place of which he shall draw out of pocket expenses at the rate mentioned in sub-rule (2) of rule 4.

(b) If a Deputy Minister travel in his own car and the propulsion charges are paid by another Deputy Minister or Government Servant who accompanied him on the journey, then he will be entitled to draw out of pocket expenses only at the rate mentioned in sub-rule (2) of rule 4.

(c) If Deputy Minister travels in a car or by other means of conveyance which is not his own or hired by him, then he shall be entitled to draw out of pocket expenses only at the rate mentioned in sub-rule (2) of rule 4.

(d) For mixed journeys partly by private or hired conveyance and partly by borrowed conveyance or a conveyance provided at the expense of the State a local fund or a local body, a Deputy Minister shall be entitled to travelling allowance for each type of journeys as a separate individual journey under clause (a) or clause (c) as the case may be, subject to the condition that he cannot draw more

than what he could have drawn, had he covered the whole distance covered by the two journeys, in his own car or in a hired car.

(e) When a Deputy Minister hires a car jointly with another Deputy Minister or a Government servant and uses it for a road journey each of them shall be entitled to travelling allowance under rule 27(B) of the Financial Handbook, Volume III, but the Deputy Minister shall, in place of daily allowance, be entitled to

draw out of pocket expenses at the rate mentioned in sub-rule (2) of rule 4.

NOTE- A borrowed car of which the propulsion charges are paid by the Deputy Minister using it is equivalent to hiring a car.

Travel by air
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Government
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7.(1)(a) A Minister, other than a Deputy Minister, perform on duty journey by air to any part of India in aircraft of public air transport company regularly hire or in a machine owned or chartered by the of Uttar Pradesh and may take with him a companion in journey.

(b) When travelling by air such Minister shall be entitled to draw the actual fare if paid for himself and his companion, if any, for the journey by air and if actually paid the cost of transporting personal luggage by rail at passenger rates or by road or by air and railway fares actually paid for not more than two personal attendants at the lowest class rates. If at either end of the journey by air such Minister has to perform a connected journey by rail or road he shall be entitled to draw travelling allowance admissible for such journey under rule 5 above. No allowance shall, however, be drawn in respect of the surface transport which forms part of air journey and is included in the fare paid for the air journey.

(2) If it is necessary in the public interest for a Deputy Minister to perform a journey by air, he may do so with the previous permission of the Minister to whom he is attached. Travelling Allowance for such journey will be regulated by rule 23(BB) of the Financial Handbook, Volume III.

**Travelling
allowance to a
journey is
Deputy Minister**

8. When it is possible for Deputy Minister to travel between places either by rail or by road and the

actually made by road, the mileage allowance shall be calculated as if the journey had been made by rail unless the mileage allowance calculated by road is less expensive in which case the mileage allowance shall be calculated by road:

Provided that when a Deputy Minister is required by the Minister to whom he is attached to travel by road instead of by rail, travelling allowance may be drawn at the rate

admissible for travel by road and in such cases the travelling allowance bill will be supported by a certificate signed by such Minister stating the circumstances which rendered it necessary for him to require the Deputy Minister to travel by road and the fact that the journey was performed in the public interest.

Travelling	9. A Deputy Minister, when travelling on duty, may, if
it	
allowance of	is necessary in the public interest, take with him one
assistant	
officials	and not more than two orderly peons. The public
interest,	
accompanying	take with him one assistant and not more than two
orderly	
the Deputy	peons. The travelling allowance of these officials shall
be	
Minister	regulated by the rules applicable to them.
Travelling on	10. A Deputy Minister travelling on private business
shall	
private business	not be entitled to any travelling allowance, but if during
his	
	absence from headquarters on such business a Deputy
	Minister required the assistance of his staff for the disposal
	of Government work, he may, with the permission of the
	Minister to whom he is attached, take with him his personal
	staff within the limits prescribed in rule 9. Such staff shall be
	entitled to travelling allowance as for journeys on duty.
Contents of	11. It is not necessary for a Deputy Minister to state
in his	
travelling	travelling allowance bill, the nature of the business on
which	
allowance bill	a journey is performed. It is sufficient only to indicate
that	
	the journey was performed in the public interest and with the
	permission or approval, as the case may be, of the Minister to
	whom he is attached.
Residuary	12. Any matter not specifically provided for in these
rules	
provisions	in respect of travelling allowance of a Deputy Minister
shall	

be governed by the rules made by the Government for Government servants subject to their control.

**Controlling
bills officer
the**

[13. (1) For the purposes of the travelling allowance of a Deputy Minister, the Controlling Officer will be Minister to whom such Deputy Minister is attached.

(2) For the purposes of the travelling allowance bill a person who has ceased to be a Minister, the Chief Minister will be the Controlling officer.]³

Instruction

14. General Instruction regarding reservation of **regarding**

reservation

accommodation in the railway train are given in the Schedule to these rules.



THE SCHEDULE**General Instructions as to Reservation of Accommodation in Railway train**

1. The official reserving the accommodation shall be required, before the commencement of the journey to have the number and other details of tickets purchased for the persons travelling with him in the reserved accommodation entered on the requisition form by the Station Master of the station from which the journey is commenced. This is necessary in order to enable an adjustment to be made between the Government and the railway authorities in respect of the fares realised by the Railway.

2. A Minister may at his discretion permit his personal attendants to travel with him in the reserved accommodation but the number of persons travelling in such accommodation should be limited to the number of berths paid for reserving it.

3. When the number of occupants travelling with an official in his reserved compartment is in excess of the minimum number of fares for which the compartment can be reserved for the public, fares for the number of occupants in excess of the minimum number of fares shall be retained by the Railway.

³ subs. by sec. 2 of U.P. Ministers (T.A.) (Second Amendment) Rules, 2004 w.e.f. February 20, 2004

NOTE - The portion of fares which is not be retained by the Railway shall be credited to the department which bears the charge for the haulage of the reserved accommodation by deduction from the bills of the railway submitted to the department concerned.

4. The prescribed procedure regarding requisitions to Railway administration, in regard to journey performed on duty, shall be followed in the case of journeys otherwise than on duty, the fares payable being subsequently recovered by the Accountant General.

Reimbursement of amount [15. If a proposed journey in connection with the the discharge of official duty is cancelled in public interest, the deducted in the form reimbursement of the amount deducted in the form of of cancellation

charges in returning cancellation charges in returning unused tickets and the

unused tickets and amount of the bill of the taxi hired in context of the said

the amount of the journey, shall be admissible. Provided that a certificate in **bill of the taxi hired.** proof should be supported with the travelling allowance bill.]⁴

⁴ Ins. by sec. 2 of. U.P. Ministers (T.A.) (Fourth Amendment) Rules, 2005 notification. (w.e.f. February 25, 2005)

