

No. 19030/3/2014-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated the 8th October, 2014


Office Memorandum

**Subject: Travelling Allowance(TA) Rules- submission of Boarding Pass
alongwith TA bills- reg.**

References have been received in this Department, seeking review of the existing guidelines relating to submission of Boarding Passes alongwith TA bills for air journeys performed on Government account.

2. O/o Controller General of Accounts have clarified that as per provisions of Civil Accounts Manual, Pay and Account Offices are mandated to ask the DDOs to produce records to ensure that the journey for which TA is being claimed, was actually performed and DDOs may accordingly be asked to enclose the Boarding Passes with the TA bills.

3. Since submission of Boarding Passes as proof of having undertaken the journey is a requirement under the rules and procedures for passing TA claims, all concerned are required to follow these instructions. Ministries/Departments etc. are accordingly advised that these instructions may be brought to the notice of all concerned for strict compliance.


(Subhash Chand)
Director

To,
All Ministries/Departments of the Govt. of India, etc. as per standard distribution list.

Copy to:

1. **C&AG and UPSC, etc.** (with usual number of spare copies) as per standard endorsement list.
2. **NIC, MoF** with the request to upload the OM on the website of Ministry of Finance.