



IMPORTANT CIRCULAR

	<p>THE CONTROLLER OF DEFENCE ACCOUNTS UDAYAN VIHAR, NARANGI, GUWAHATI-781171 Ph. No. 0361-2640394, 2641142, FAX No. 0361-2640204 e-mail ID: cda-guw@nic.in</p>	
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No. AN/II/IMP/CIR/Vol-III

Date-21.03.2018

To,
All Sections of Main Office
All Sub Offices (Officer in-charge)

Sub.- Time limit for submission of claims for Travelling Allowances (TA) and Leave Travel Concession (LTC)- consequent upon issuance of GFR-2017

Ref.- (i) Hqrs office Letter No. AT/IV/4462/PC-XXIV, Dt-02.02.2018 and
No. AN/XIV/19015/Govt.Orders/TA/DA/LTC/Medical/2018,Dt-16.03.2018
(iii) Ministry of Finance (Dept. of Expdtr.) Letter No. 19030/1/2017/E-IV,dt-13.03.2018

Due dates for submission of TA/DA and LTC claims have been amended as under consequent upon issuance of GFR-2017.

- (1) **Rule-290 of GFR-2017, Travelling allowance claim** of a government servant shall fall due for payment on the date succeeding the date of completion of the journey. He shall submit the travelling allowance claim **within sixty days** of its becoming due failing which it shall stand forfeited.
- (2) **Rule-292 of GFR-2017, Leave Travel Concession claim** of a Govt. servant shall fall due for payment on the date succeeding the date of completion of return journey. The time-limit for submission of the claims be as under-
 - (i) In case **advance drawn-** within **thirty days** of the due date.
 - (ii) In case **advance not drawn-** within **sixty days** of the due date.

The copies of orders are enclosed herewith for better appraisal. All officers and staff are hereby instructed for strict adherence to these rules.

Encl: as above

Copy to: EDP CDA, Guwahati
(for uploading on the website)

Handwritten signature and date: 21/3
GO (AN)
21/3