

**DELHI DEVELOPMENT AUTHORITY**  
**(FINANCE & EXPENDITURE)**

Dated ..14..5-15

F&E CIRCULAR NO.13./2015

This office had earlier issued guidelines vide Office Order No. 34 dated 13.05.2014, F&E Circular No. 11/2014 dated 05.08.14 and Circular No. 19/14 dated 13.10.2014 for regulating Travelling Allowance claims of the employees of DDA who were deployed for Delhi State Assembly Elections 2013 and Lok Sabha General Elections 2014. Some of the employees have represented for not deducting the FTA/FCA/MCA for the days of deployment in election work and also for not restricting the Travelling Allowance from the nearest border point in Delhi in respect of those who are daily commuters from outside Delhi.

The matter has been reconsidered in the light of Circular No. CEO/B&A(109)/50/2009-LA-24025-24272 dt. 02.03.2015 issued by Dy.Chief Electoral Officer, Delhi. Hence, further clarifications are given as under :-

1. The employees are paid Travelling Allowance regularly with monthly salary which is a compensatory allowance for to and fro journey from residence to office and vice versa. During deployment for Election Duty, the duty point is temporarily shifted and the individual employee still draws / allowed Transport Allowance with monthly salary. As such, no separate Travelling allowance from the residence to the temporary duty point and vice versa is admissible ir-respective of the fact whether the employee is residing in Delhi or is a daily commuters from outside Delhi.
2. However, the employees may claim Travelling Allowance for the journey, if any, performed from temporary duty point in connection with the Election Work subject to the condition that the local journey has been/shall be verified by the concerned ARO/Nodal Officer/RO and further subject to the condition that the employee who is entitled for drawing FTA/FCA/MCA shall forego proportionate amount of such allowance for the days for which local TA has been claimed.
3. Transport Allowance, if any, already allowed to employees, who have been paid TA for election duty of DSA-2013 and Lok Sabha 2014, may be recovered. Similarly, the amount of FTA/FCA/MCA may also be recovered for the days for which local conveyance charges have been paid as in para 2 above, if not already deducted at the time of regulating the TA claim preferred by the employee, because the employees deployed for election duty is not under obligation to attend his parent office during such deployment-

Contd....2/-

4. All the DDOs/Divisional Officers are requested to comply with these instructions.

This issues with the approval of FM,DDA.


  
(Amardeep Singh Chowdhary)  
Chief Accounts Officer

No.FE98(Misc)2013/DDA/ 253

Dated: 14-5-15

Copy to :-

1. P.S to FM for kind information of the latter.
2. Dy.CAO(HQ)-I,II & III/Budget/Dy.FA(H) - I &II;
3. All Zonal Dy.CAOs; with the request to bring the contents of this order to notice of AO/Sr.AO, (CAU) and all Divisional Offices of their respective zones for taking further action accordingly.
4. AO (Estt.)Gaz & NG/Housing/PAO(EW)/AO(PE);
5. AO(Sports) ;
6. Guard file

  
Sr.Accounts Officer(F&E)