

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION LIMITED

SECRETARIAT BRANCH
144, ANNA SALAI,
CHENNAI-2.

Memorandum No. 6695/A18/A181/2021-1, dated the 17th March, 2021.

Sub: Establishment – Allowing Travelling Allowance & Daily Allowance to the officials performing Tours in Corporation areas – 25% cut on the Daily Allowance in the Travelling Allowance bills – Clarification – Issued.

Ref: 1. From the Government, Energy (B2) Department, Letter No.2564/B2/2020-1, dated 14.09.2020.

2. Memorandum No.39105/A18/A181/18-5 (SB), dt.22.12.2020.

3. Audit Branch's U.O.Note No.4073/12/F3/F33/2021, dt.09.02.2021.

While clarifying certain points on allowing Travelling Allowance to the officials performing tours within the Corporation limits, the Government in its letter first cited, had mentioned the following cost control measures imposed by the Government in view of the huge shortfall in the receipts due to COVID 19 Pandemic and the consequent measures to contain the pandemic [as per G.O. (Ms) No.249, Finance (BG-1) Dept., dated 21.05.2020]:

- i. The permission for official travel should be given judiciously and restricted only to absolutely essential official requirements and regular review meetings can be organized through Video Conferencing and tele-conferencing in a secure environment;
- ii. The permissible rates of Daily Allowance shall be reduced by 25%. Only 75% of eligible amount shall be allowed to be drawn subject to rounding off to next 10 rupees for all categories of officials/non-officials.

A copy of the said Government's letter had been communicated to all the Chief Engineers/Superintending Engineers for adherence - vide Memo. second cited.

2. Now, clarifications have been sought for by certain offices in connection with the date of implementation of the said orders in TANGEDCO and the quantum of Daily

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Allowance admissible in the event of stay by the officials in Hotels/Guest Houses. The issue has been examined in detail and the following clarifications are issued:

- (i) The orders issued in Memo. second cited, have come into effect from 22.12.2020, i.e. the date of issue of orders in TANGEDCO; and
- (ii) As far as the admissibility of Daily Allowance to the officials in the event of their stay in Hotels/Guest Houses is concerned, the entire quantum of Lodging charges (according to the eligibility) may be sanctioned without any restriction.

3. The receipt of the Memorandum shall be acknowledged.

(BY ORDER OF THE CHAIRMAN-CUM-MANAGING DIRECTOR)

**M.BHAVANI
SECRETARY**


To:

All Chief Engineers.
All Chief Financial Controllers/TANGEDCO & TANTRANSO.
The Chief Internal Audit Officer/Audit Branch.
All Superintending Engineers.

Copy to:

The Chairman-cum-Managing Director's Table.
The Joint Managing Director/TANGEDCO.
All Directors/TANGEDCO and TANTRANSO.
The Director General of Police/Vigilance/Chennai-2.
The Secretary/TANGEDCO/Chennai-2.
The Legal Adviser/TANGEDCO/Chennai-2.
All Deputy Secretaries/Secretariat Branch.
All Under Secretaries/Secretariat Branch/Chennai-2.
All Senior Personnel Officers/Administrative Branch/Chennai-2.
The Asst.Pers.Officer/Tamil Development – for publication in the Bulletin (2 copies).
All Sections/Secretariat Branch/Chennai-2.

:: TRUE COPY :: FORWARDED :: BY ORDER ::


SECTION OFFICER.
12/3/2021