

GOVERNMENT OF KERALA

Finance (Expenditure) Department

CIRCULAR

No. 37/84/Fin.

Dated, Trivandrum, 14<sup>th</sup> May, 1984.

Sub: Travelling Allowance- Drawal of Travelling Allowance by  
M.L. As. – Avoidance of irregularities-Further instruction-  
Issued.

Ref: 1. Circular No.28/73/Fin. dated 5-5-1973  
2. Circular No.50/79/Fin dated 2-6-1979  
3. D.O.No.GAD2/A/Min./8-1/1346 dated 25-11-1983  
from Senior Deputy Accountant General (Estt.) addressed  
to the Finance Secretary.

In the circular Ist cited, the following instructions were issued to all controlling officers with a view to avoid passing of erroneous and doubtful claims for Travelling Allowance by M.L.As.

(i)All Controlling Officers should consult the Legislature Secretariat before passing the Travelling Allowance claims of M.L.As, so as to ensure that the provisions contained to rule 12 of the rules framed by Government, under Section 8 of the payment of Salaries and Allowance Act, 1951 and Article 97 (b) of Kerala Financial Code (Article 85 (b) of the 3<sup>rd</sup> Edition) are not violated.

(ii) The following certificate in rule 18 of the rules framed under Section 8 of the Act should be got furnished by the claimant before countersigning the bills claiming Travelling Allowance/Daily Allowance.

“Certified that I have not drawn any Travelling Allowance of Daily Allowance from Government in respect of the days of journeys or halts for which allowance has been claimed in this bill”.

2.As some irregularities were again noted by Government, instructions were issued in the circular 2<sup>nd</sup> cited to follow the directions in the circular dated 5-5-1973 strict so as to avoid recurrence of such irregularities.

3.The Senior Deputy Accountant General in his D.O letter 3<sup>rd</sup> cited has intimated Government that even now in the instructions issued I the circular dated 5-5-1973 are not strictly followed by the departmental controlling officers while countersigning the Travelling Allowance claims of M.L.As. In the circumstances in modification of the directions in item (1) of the circular dated 5-5-1973 first cited that all controlling officers should consult the Legislature Secretariat before passing the Travelling Allowance claims of M.L.As. Government direct that Travelling Allowance bills may be submitted by

M.L.As before the controlling officers with the following certificate from the Legislature Secretariat.

“Certified that Shri./Smt.....  
M.L.A has not drawn by Travelling Allowance or Daily Allowance from this Secretariat for.....dates.

4.The M.L.As should obtain such a certificate from the Legislature Secretariat and attach it to the bill which they present to the Controlling Officers. The Controlling Officers should accept only such bills which are presented with the required certificates from the Legislature Secretariat and may record in the bill a certificate that the required certificate from the Legislature Secretariat has been obtained.

5. The Director of Treasuries is directed to see that the Travelling Allowance /Daily Allowance bills of the M.L.As presented without the above certificate by the controlling officers are not honoured in treasuries.

6.. All Heads of Departments, Secretariat to Government and other Controlling Officers are therefore requested to follow these instructions scrupulously in future so as to avoid recurrence of such irregularities.

JOSEPHINE ANNE CLARANCE,  
Additional Secretary.

To

All Heads of Departments and Offices  
The Accountant General, Kerala, Trivandrum  
The Director of Treasuries, Trivandrum  
The Registrar, High Court of Kerala, Ernakulam (with C.L)  
The Secretary, Kerala Public Service Commission, Trivandrum  
(with C.L)  
The Registrars, University of Kerala/Cochin/Calicut (with C.L)  
The Secretary, Keala State Electricity Board, Trivandrum (with C.L)  
The General Manager, Kerala Stae Road Transport Corporation,  
Trivandrum (with C.L)  
The Special Secretaries, Additional Secretaries, Joint Secretaries,  
Deputy Secretaries and Under Secretaries to Government  
The Private Secretaries to the Chief Minister and other Ministers  
The Secretaries to Governor  
The Personal Clerks to the Chief and Additional Secretary to  
Government.