

- i) Rs. 150/- p.m. per child when education is received in Bhutan.
ii) Rs. 80/- p.m. per child when education is received in India

The drawal of Children Education Allowance will be subject to the production of the following certificate, duly countersigned by the Controlling Officer:

"Certified that the child/children in respect of whom the Education Allowance is claimed is/are within the prescribed age limits, he/she/they is/are going to school and that he/she/they is/are receiving proper education, and that the amount drawn is not in excess of the amount actually spent on tuition fees, books and transport to and from the educational institution."

The Children Education Allowance will be admissible for the entire month or term when the officer joins duty in Bhutan provided the school fees are paid in advance for each month or term during the month/term in which the child is admitted in the school instead of a portion thereof as calculated from date of admission of the child in the school. The Children Education Allowance on this basis will be drawn by an officer provided the Children Education Allowance was not drawn for the child/children for the same month/term while in India or in another Mission abroad.

Children Education Allowance will be admissible for the entire month of relief of the deputationist, i.e., irrespective of the date on which the deputationist is relieved of his duties on the termination of his assignment in Bhutan, provided the officer has paid the fees in advance and the fees so paid are not refundable on transfer of the officer. The officer shall be entitled to count full fees so paid in the month for the purpose of drawal of Children Education Allowance.

4. OUTFIT ALLOWANCE

The Outfit Allowance is intended to assist an officer in meeting the expenditure involved in initially providing himself and his family, with clothing and such other equipment as may be required for living abroad, for formal occasions.

Entitlement

The Outfit Allowance shall be admissible at the following rates when an officer gets posted to Bhutan:

Grade A	-	Rs. 8500/-
Grade B (Gazetted)	-	Rs. 6000/-
Others	-	Rs. 4500/-

Outfit Allowance is payable only at the time of transfer from India to Bhutan.

5. TRAVELLING ALLOWANCE

(A) Travelling Allowance will be admissible as under the IFS (PLCA) Rules, 1961 as amended, on transfer for journeys to take up the assignment and on return therefrom, as well as for journeys, if any, in connection with the performance of duties under the Government of Bhutan. On journeys to take up the assignment and to return therefrom, TA will be admissible for the officers' families also in the event of their accompanying the officers of joining them within six months. Travelling Allowance (other than Transfer Grant) on the occasion of transfers within Bhutan will be paid as decided by the Government of Bhutan.

(B) The approved route for travel in the case of journeys on transfer to and from India as well as for tours within India will be as under:

(i) In the case of officers who are entitled to travel by air within India on transfer, the journey can be performed by air upto and from Bagdogra in case of those who have to travel to Western Bhutan and upto and from Guwahati for those who have to travel from India to Central or Eastern Bhutan and vice-versa. From the airport to the place of duty in Bhutan and vice-versa, it will be by road.

(ii) In all other cases the journey will be performed within India by entitled class by train by the shortest and most economical route. For this purpose, railheads in India shall be as follows

	<u>On Metregauge</u>	<u>On Broadgauge</u>
For Western Bhutan	Hashimara	New Alipurduar
For Central Bhutan	Bongaigaon or New Bongaigaon	New Bongaigaon
For Eastern Bhutan	Rangiya Jn.	

Journeys beyond these stations upto place of duty in Bhutan will be by road. The same routes will apply for journeys from Bhutan to India.

- (iii) For journeys on Home Leave, Children Holiday Passage and LTC, the journey within India will be performed in all cases by train by the entitled class. Where the journey is performed by a class lower than the entitled class, reimbursement will be admissible by the class by which the journey is actually performed.

(C) TRANSFER GRANT/PACKING ALLOWANCE

The composite Transfer Grant in respect of all grades of officers shall be equal to his/her one month's basic pay in the revised scale of pay promulgated under the CCS (Revised Pay) Rules, 1997.

In the event of drawal of Composite Transfer Grant by an officer, the transfer incidentals such as taxi/conveyance for self and family from residence to Railway station/Bus stand/Airport and vice versa will not be admissible. These will instead be subsumed in the Composite Transfer Grant.

In case of transfer within Bhutan, involving transfer of residence, Composite Transfer Grant will be reduced to 1/3rd of his/her entitlement of Composite Transfer Grant. Composite Transfer Grant will not be admissible in the case of transfers within Bhutan where the distance between the old duty station and the new duty station does not exceed 20 Kms.

D) JOINING TIME

Joining Time emoluments when proceeding on deputation to Bhutan and on reversion therefrom will be governed by the relevant provisions of the Fundamental & Supplementary Rules.

(E) In case of temporary duty tours within their respective normal spheres of duty, the officers are entitled to mileage and Daily Allowance as indicated below:

(a) Gratuation of Government Servants

The Government servants will be divided into four grades as follows:

Group A – Officers drawing pay in a post carrying a pay or a pay scale of a maximum of not less than Rs 13500/-.

Group B – Officers drawing pay in a post carrying a pay or a pay scale of a maximum of not less than Rs 9000/- but less than Rs. 13,500/-
(Gazetted)

Group C – Officers drawing pay in a post carrying a pay or a pay scale with a maximum of over Rs 4000/- but less than Rs. 9000/-
(Non Gazetted)

Group D – Officers drawing pay in a post carrying a pay or a pay scale with a maximum of Rs 4000/- or less.

(b) Mileage Allowance

In all cases of journeys by road, the Mileage Allowance will be admissible at the rates prevalent at the time of journey. Where journey is performed in Government transport free of charge, Mileage Allowance will not be admissible. No incidental charges will be admissible in addition for the time being in journey.

(c) Daily Allowance

In terms of Ministry of External Affairs' Orders No. Q/FD/695/1/90 dated 11.11.1996 and 4.7.1997 and Q/FD/ 695/3/200 dated 1.12.2000, the Daily Allowance for Bhutan has been fixed as US\$ 45

per day. Its admissibility for various officers as defined in SR 17 shall be as follows:

1. Officers drawing pay of Rs 8500/- p.m. & above in the new pay scale Full rate
2. Officers drawing pay of Rs 3300/- p.m. & above but less than Rs 8500/- 75% of the prescribed rate
3. Officers drawing pay below Rs 3300/- p.m. 33% of the prescribed rate

In case of long tours/temporary duties within Bhutan, full admissible Daily Allowance shall be applicable upto 7 days, 75% of full admissible DA for the next 7 days and 50% of full admissible DA thereafter. Where an officer is treated as State Guest and is provided all meals free of cost, only 25% of the Daily Allowance shall be admissible. Where the officer makes his own arrangement for accommodation or where accommodation alone is provided free, he shall be granted DA at the rate prescribed for his grade. Where the hotel charges include breakfast charges, the DA shall be reduced by 10%.

(d) Transport Animals

Officers will be entitled to the provisions of transport animals in respect of short journeys on tour in Bhutan on the following scales:

	<u>Riding</u>	<u>Pack</u>
Grade A Officers	2 plus	3
Grade B Officers	2 plus	3
Grade C Officers	2 plus	2
Grade D Officers	1	Nil

The above scales lay down the maximum number of animals permissible. The travelling claims should be preferred only for the actual number of animals utilised by such Officer subject to the prescribed maxima. The Travelling Allowance will be regulated under the provisions of the IFS (PLCA) Rules 1961, as amended from time to time.

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Note: Where journey is performed to places connected by road for which public transport is available engagement of transport animals will not be admissible. Travelling Allowance in such cases will be admissible in accordance with the rules for similar journey under the IFS (PLCA) Rules.

(c) Porterage Charges

The personnel who have to tour on duty and carry their official/essential personal baggage are entitled to Porterage charges at prescribed rates.

6. WINTER ALLOWANCE

(a) No Winter Allowance will be admissible for stations with an altitude below 1000 metres from the mean sea level.

(b) For other stations, Winter Allowance will be admissible to the deputationists for six months in a year from October to March, upto the following ceiling subject to the condition that the expenditure was actually incurred on the heating of the residence:

	<u>Rate per month (Rs)</u>
Class I Officers	1418/-
Class II Officers	963/-
Non-Gazetted staff	858/-
Group D officials	683/-

(c) Winter Allowance at the above rates is admissible with effect from 1.10.1994.

(d) A certificate will have to be submitted by every officer drawing Winter Allowance every month as under:

"Certified that the amount of Winter Allowance claimed by me has actually been spent on heating of my residence and that the amount claimed is not more than what I have spent."

(e) The following note may be added after the certificate under sub-para (d) above:

B

"Where the family of the deputationist does not stay with the Government servant in Bhutan in a particular month at a place where Winter Allowance is admissible, the Officer shall be entitled to draw the Allowance under "All Others". However, the Allowance may be drawn as admissible for a "married officer whose family stays in Bhutan if the absence of the family does not exceed 15 days in a particular season."

7. FIELD ADVANCE

Officers employed mainly on field duties as Overseer, Sectional Officers or other personnel deputed from the Central or State Public Works Departments, the Central Water and Power Commission, whose work involves field duty, will receive Field Allowance @ Rs. 70/- p.m. under the relevant rules, prescribed or to be prescribed by Bhutan Government.

8. LANGUAGE ALLOWANCE

Officers knowing Bhutanese language will be granted a Language Allowance of Rs. 75/- p.m. for Gazetted Officers and Rs. 50/- p.m. for non-Gazetted Officers, other than category D (Class IV) staff. To become entitled to receive the Allowance, Officers should pass a proficiency test conducted by the Bhutan Government. The standard of test will be higher for Gazetted Officers than for non-Gazetted Officers.

9. ACCOMMODATION

(a) Free furnished accommodation in Bhutan may be provided by the Government of Bhutan including free water supply.

(b) In case suitable family accommodation is not made available by the Bhutanese Government, Officers who are already in possession of Government accommodation in India, may be allowed to retain the same for their families for a period of upto one year from the date of Officer is deputed to Bhutan. Rent for such accommodation upto 10% of the Officer's pay, will be recovered from him, the balance of rent, if any, under the rules being paid by Government of Bhutan. In any case, if the Government of Bhutan is not able to provide suitable family accommodation even after the expiry of initial period of one year from the date of deputation and the Government servant is

obliged to rent private accommodation at the same station where he was allowed to retain the Government accommodation, he will be entitled to draw House Rent Allowance admissible under the rules of the Indian employer (Central or State Government or other Organisation) for the station where the family continues to reside, subject to the prescribed conditions. A Certificate will have to be recorded in the pay bill every month to this effect by the competent authority in Bhutan, indicating that suitable family accommodation has not been made available to the person concerned.

(c) Where the Government of Bhutan is not able to provide suitable family accommodation from the very beginning and the Officer makes his own arrangement for his family in India, he will be allowed HRA according to the rules of his Indian employer applicable for the station where his family resides, subject to the prescribed conditions. A certificate will have to be recorded in the pay bill every month to this effect by the suitable authority in Bhutan, indicating that suitable family accommodation has not been made available to the person concerned.

Note: If for any particular reason, the Government servant concerned does not take members of his family to the place of his posting in spite of free furnished accommodation having been made available to him, he has no claim to House Rent Allowance.

10. MEDICAL FACILITIES

Free medical facilities in Bhutan or in India as may be arranged by the Government of Bhutan. Where medical facilities are provided in India at the instance of the competent medical authority of the Government of Bhutan either to the deputationist himself or to any entitled member of his family staying with him in Bhutan, the cost of TA for the patient and one escort (where certified to be essential by the competent medical authority) will be admissible from the place of duty or place at which treatment was being taken in Bhutan to Siliguri and back. Only actual cost of journey will be admissible. Where, however, the escort is a Doctor or a nurse, Daily Allowance will be admissible for the escort only. Normally not more than one day's Daily Allowance will be admissible at Siliguri for such escort. If, however, the patient is to proceed for medical treatment to any other place in India, the cost of journey beyond Siliguri will be met by the patient himself. Reimbursement for medical treatment taken in India will be admissible

Under the C.S.M.A. Rules as applicable to Central Government employees in India. Dependents left behind in India will be governed by the C.S.M.A. Rules, as applicable to Central Government Officers in India.

11. LEAVE

(a) Entitlement

The Central and State Government employees will be governed by the Leave Rules applicable to them under their respective Government. Leave earned during the period of deputation in Bhutan shall be availed of while serving in Bhutan or at the time of reversion to parent department in India, but before actually joining duty in India. Leave salary and allowances in such cases shall be paid by Bhutan Government. If leave earned in Bhutan is not availed of before joining duty on reversion, such leave shall lapse and will not be carried forward.

(b) Pay & Allowances During Leave

i) Leave salary will be admissible in all cases in accordance with the provisions of the Leave Rules by which the deputationist Government servant is governed.

ii) Bhutan Compensatory Allowance will be admissible during leave as under:

When the Bhutan Government certifies at the time of sanctioning of leave that:

(a) the Government servant is likely to be reposted to the same post from which he proceeded on leave on the expiry of leave; and

(b) the Government servant certifies that he or his family continued to stay in Bhutan during the period of leave. Bhutan Compensation Allowance shall be drawn in full for 60 days or first 60 days, if the leave exceeds 60 days.

When the certificate at (a) above is given but the certificate at (b) above is not given, Compensatory Allowance will be admissible only at 50% of the prescribed rate for 60 days or first 60 days if leave

exceeds 60 days. No Compensatory Allowance will be admissible in respect of leave beyond 60 days.

iii) When the authority sanctioning leave certifies that the officer concerned is not expected to return to the place from which he proceeded on leave after completing his assignment in Bhutan, he will be ~~paid leave salary and other allowances at the same rates and subject to the same conditions which would have been applicable to him had he remained in a post in India.~~ But in the case of a retired officer, no allowances will be admissible. He will get only the basic pay or basic allowance sanctioned to him for the period of his deputation to Bhutan.

iv) Children Education Allowance

This Allowance will be admissible only when the authority sanctioning leave certifies at the time of sanctioning the leave that the officer concerned was likely to be re-posted to Bhutan on the expiry of leave and is actually so posted. This will not be admissible during leave taken on termination of assignment in Bhutan (Pending reversion to his parent department in India) but before assuming duty in the parent department in India.

v) Winter Allowance: Winter Allowance will be admissible to the Government servant deputed to Bhutan as under:

When the authority sanctioning the leave certifies at the time of sanctioning the leave that (1) the officer has proceeded on leave from a station where Winter Allowance is admissible and will be re-posted on return from leave to a station where Winter Allowance is admissible and (ii) the Government servant gives a certificate that he and his family continued to stay in an area where Winter Allowance was admissible at the time of proceeding on leave and is posted to a place where this Allowance is admissible. The Winter Allowance will be admissible at the rates and subject to the conditions laid down in para 6 above.

Where the Government servant himself does not stay during the period of leave at a station where Winter Allowance is admissible but more than one member of his family continues to stay at a station where Winter Allowance is admissible this will be allowed at the rates applicable to married officers whose family stays in Bhutan subject to

the conditions stipulated in para 6. If only one member of the family stays behind at a station where Winter Allowance is admissible this will be allowed at the rates applicable to "all others" as indicated in para 6 subject to all other conditions laid down in that para being satisfied."

12. LEAVE TRAVEL CONCESSION

Leave Travel Concession will be admissible once every year to deputationists to Government of Bhutan when they come to India on Home Leave or Home Leave - cum - Transfer subject to the conditions governing the admissibility in the succeeding paragraphs:

(i) Officers coming on Home Leave and going back to their old posts on the expiry of leave:

The concession will be from place of duty in Bhutan to home town and back and the reimbursement allowed at par with that admissible to employees serving in India.

(ii) Officer coming on Home Leave - cum - Transfer to a post in India:

The concession will be from place of duty in Bhutan to the new headquarters in India via the home town.

(iii) In cases where the entitled members of the family (excluding parents of the deputationist) including dependent children stay at a place in India other than the declared home town; the Leave Travel Concession will be admissible as under:

In every case journey should be to the home town and back. Reimbursement will be admissible from the actually declared place of stay in India to the home town and back limited to what would have been admissible if the journey had been performed from the place of duty in Bhutan to the home town and back. This concession will not be admissible in respect of those children for whom Children Holiday Passage is proposed to be claimed or has been claimed within a block of 12 months as stipulated in the note under para (13) relating to Children Holiday Passage.