

**GOVERNMENT OF MANIPUR
SECRETARIAT: FINANCE DEPARTMENT
(PAY IMPLEMENTATION CELL)**

OFFICE MEMORANDUM

Imphal, the 27th April, 2020

Subject: Decision of the Government relating to grant of Transport Allowance to the State Government employees.

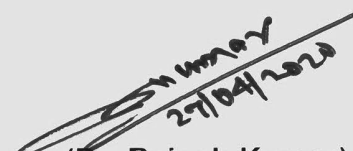
No. 11/1/2020-FD(PIC) : The undersigned is directed to say that consequent upon the introduction of the Manipur Services (Revised Pay) Rules, 2019, the Governor of Manipur is pleased to order that, the Transport Allowance shall be admissible to the State Government employees **with effect from 01/04/2020** at the following rates:

Employees drawing pay in Pay Level	Rate of Transport Allowance- Rupees per month	
	Delhi & Kolkata	Manipur & other places
12 and above	7200	3600
4 to 11	3600	1800
3 and below	1350	900

2. The Grant of Transport Allowance is subject to the following conditions:
- i) The allowance shall not be admissible to those employees who have been provided with the facility of Government transport either pool vehicle or allotted vehicle or any other kinds of vehicle. However, these employees shall be given the option to avail themselves of the existing facility or to draw the Transport Allowance at the rate applicable to them. *Head of Office and Drawing & Disbursing Officer concerned shall be responsible for drawal of Transport Allowance.*
 - ii) The blind or orthopaedically handicapped employees as mentioned in Government's Office Memorandum No. 7/4/99-PIC, dated 10/03/1999 and Office Memorandum No. 7/2/2010-PIC, dated 20/12/2013 shall continue to be paid Transport Allowance at double the normal rates, which shall, in no case, be less than Rs. 2250/- per month.
 - iii) The allowance shall not be admissible to those employees who have been provided with official accommodation within a campus housing the place of work and residence.
 - iv) In respect of those employees who opt to retain their pre-revised scales of pay, pay level corresponding to the pre-revised pay scale of the post occupied on 01/01/2016 as indicated in the Manipur Services (Revised pay) Rules, 2019 would determine the allowances under these orders.

[Signature]
27/04/2020

3. Admissibility of Transport Allowance during the following circumstances:
- i) **During leave** - The allowance will not be admissible for the calendar month(s) wholly covered by leave.
 - ii) **During deputation abroad** – The allowance will not be admissible during the period of deputation abroad.
 - iii) **During tour** – If an employee is absent from the Headquarters / Place of Posting for full calendar month(s) due to tour, he / she will not be entitled to Transport Allowance during that / those calendar month / months. However, if the absence does not cover any calendar month(s) in full, Transport Allowance will be admissible for full month.
 - iv) **During training treated as duty** – The allowance may be granted during such training, if no Transport Facility / Travelling Allowance / Daily Allowance is provided for attending the training institute. During official tour in the training course, the allowance will not be admissible when the period of the tour covers the whole calendar month. Also, during training abroad, no Transport Allowance will be admissible when the period of such training covers the whole calendar month.
 - v) **Vacation staff** – Vacation staff is entitled to Transport Allowance provided no free transport facility is given to such staff. However, the allowance shall not be admissible when such vacation spell, including all kinds of leave, cover the whole calendar month(s).
 - vi) **During suspension** – As a Government employee under suspension is not required to attend office, he/she is not entitled to Transport Allowance during suspension where suspension covers full calendar month(s). This position will hold good even if the suspension period is finally treated as duty. Where suspension period covers a calendar month partially, Transport Allowance payable for that month shall be reduced proportionately.


(Dr. Rajesh Kumar)

Additional Chief Secretary (Finance),
Government of Manipur.



Copy to:

1. The Secretary to Hon'ble Governor of Manipur, Raj Bhavan, Imphal.
2. The Secretary to Hon'ble Chief Minister, Manipur.
3. P.P.S. to Hon'ble Deputy Chief Minister, Manipur.
4. P.P.S. to all Ministers, Manipur.
5. Staff Officer to Chief Secretary, Government of Manipur.
6. A.P.S. to Ld. Advocate General, Manipur.

7. P.S. to all Additional Chief Secretaries, Government of Manipur.
8. P.S. to all Principal Secretaries / Commissioners / Secretaries / Additional Secretaries, Government of Manipur.
9. The Accountant General (A&E), Manipur.
10. The Secretary, Manipur Legislative Assembly, Imphal.
11. The Secretary, Manipur Public Service Commission, Imphal.
12. The Special Secretary (Cabinet), Government of Manipur.
13. All Heads of Departments, Manipur.
14. All Deputy Commissioners, Manipur.
15. The Resident Commissioner, Manipur Bhavan, 2- Sardar Patel Marg, New Delhi.
16. The Sr. Deputy Resident Commissioner, Manipur Bhavan, 26 – Rowland Road, Kolkata.
17. The Deputy Resident Commissioner, Manipur Bhavan, Rajgarh Road, Guwahati – 3.
18. The Director, Information & Public Relations, Manipur.
19. The Director, Treasuries & Accounts, Manipur.
20. The Director, Local Fund Audit, Manipur.
21. The Director, MIS, Manipur
22. The Secretary, Council of Higher Secondary Education, Manipur.
23. The Secretary, Board of Secondary Education, Manipur.
24. The Director, Printing & Stationary, Manipur for publication of the O.M. in the Extraordinary Gazette. He is requested to supply 100 copies to this Department.
25. The Under Secretary (GAD), Government of Manipur.
26. All Treasury Officers/Sub-Treasury Officers, Manipur.
27. The Web Manager, Directorate of Information Technology, Imphal for favour of uploading the O.M. in the Website.
28. The Dealing Assistant, RTI, Finance Department (PIC).
29. The President/Secretary General, Joint Administrative Council of AMTUC & AMGEO, Babupara, Imphal.
30. The President/Secretary, Manipur Secretariat Services Association, Imphal.
31. The President/Secretary, Manipur Government Services' Federation, Imphal.
32. The President/Secretary, All Manipur Pensioners' Union, Pishum Thong Khong, Imphal.
33. Guard File/ Order Book.

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