



**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION**  
(A Statutory body of the Govt. of India)  
7<sup>th</sup> floor, Chanderlok Building, Janpath, New Delhi-110 001

F.No.3022/TADA/Non-Official/2009-10

Date : 29.03.2016

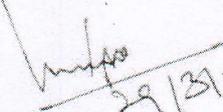
**CIRCULAR**

**Sub : Travelling Allowance (TA) Rules for the Expert - Reg**

The following guidelines are issued for processing of TA/DA bills of AICTE Experts:

- a) The Journey / Tour may be performed as per their entitlements by **Air India only**. Air Tickets have to be purchased directly from **Air india Booking Counters/website of Air India or from Authorised Agents viz. M/s. Balmer Lawrie and Company, M/s. Ashok Travels and Tours and IRCTC-SR 48-B GIO(14) and GIO(16) and OM dated 09.07.2013**. In case of air travel original boarding pass for journey performed and air ticket showing air fare should be submitted by the experts.
- b) In case of road travel between places connected by rail, travel by any means of public transport (Taxi/Bus/own car) as per entitlements is allowed, provided the total fare **does not exceed the train fare** by the entitled class-SR 34, GIO(2). In case of journey performed by road in own car/Taxi, taxi receipt and toll receipts should be submitted.
- c) In case of journey by road between places not connected by rail, taxi fare for the distance by shortest route at the approved rates shall be admissible. The expert should mention the actual distance travelled in Kms.
- d) These guidelines shall be effective from the date of issue of this order.

This is issued with the approval of the Competent Authority.

  
(Vinita Arya)  
Director (Finance)

Copy to :

1. PS to Chairman, AICTE
2. PS to Vice Chairman, AICTE,
3. PS to Member Secretary, AICTE.
4. All Bureau Heads, AICTE.
5. CVO, AICTE.
6. All Regional/Camp offices, AICTE.
7. Office Order folder.
8. The Director (E-Governance Cell, AICTE) - with a request to upload the Circular in AICTE web-site.

  
(Vinita Arya)  
Director (Finance)