

CHAPTER -IV

JOURNEY ON TRANSFER

41. Travelling allowance may be drawn by a Government servant on transfer from one station to another only when the transfer is in public interest. A transfer at his own request should not be treated as transfer in public interest unless the authority sanctioning the transfer for special reasons which should be recorded, otherwise directs.

42. A journey on transfer is held to begin or end at the actual residence of the Government servant concerned.

43. A Government servant on transfer shall be entitled to the travelling allowance as follows:-

(from 01.04.98)

- a) Actual motor fares as per rates prescribed by the Sikkim Nationalized Transport or the Sikkim Transport Authority for self and members of his family as defined in Rule 3(4) who accompany him. A Government servant and members of his family shall be entitled to three rupees per kilometer for journey from residence to bus stop and vice-versa;
- b) Actual rail fare for self, and members of the family but not exceeding the fare of the entitled class, if the journey involves travel by rail also,
- c) daily allowance at full rates for self for every completed day or part thereof occupied in the journey from residence.
- d) A lump sum transfer grant to a -

First Grade Government servant	Rs. 1000
Second Grade Government servant	Rs. 800
Third Grade Government servant	Rs. 600
Fourth Grade Government servant	Rs. 500

- e) A lump sum packing allowance at the rate shown below shall be paid to each grade :

i) First Grade	Rs. 800
ii) Second Grade	Rs. 700
iii) Third Grade	Rs. 500
iv) Fourth Grade	Rs. 300

Note 1. In the case of children within the age group which entitles them to half fares or other concessional fares by rail or public transport services, only such fares shall be claimed.

Note 2. A member of the family who follows the Government servant within six months of the date of transfer or precedes him not more than one month may, for the purpose of this rule, be treated to have accompanied him.

43. (A) **For transfer within the same station.**(from 01.04.98)

- i) No travelling allowance will be admissible if no change of residence is involved.
- ii) If there is change of residence as a result of transfer only the following reimbursement may be allowed:-
 - a) Motor fares: Actual cost of motor fares for self and family but not exceeding the rate admissible under rule 43(A).
 - b) Personal effects: Actual cost of transportation not exceeding the amount admissible under rule 45 shall be allowed. However, a lump sum transfer grant under rule 43(D) and lump sum packing allowance under rule 43 (A) shall not be admissible.

43. (B) **For transfer between stations within a short distance.**(from 01.04.98)

- i) No travelling allowance will be admissible if no change of residence is involved.
- ii) If there is change of residence as a result of transfer, full transfer T.A. as admissible under rules 43(A) and 45 may be allowed. However, no lump sum transfer grant and no lump sum packing allowance under rules 43(d) and 43(e) shall be allowed if the distance between the two stations does not exceed 20 kilometers.
- iii) Daily allowance shall be permissible if covered under rule 36.

44. Transportation of personal effects:- A Government servant transferred from one station to another shall be entitled to the cost of transportation of his personal effects as per rates prescribed by the Sikkim Nationalised Transport. (by road).

45. (1) The maximum quantity of personal effects which may be transported at Government cost by a Government servant shall be as follows:-(from 01.10.91)

- i) First Grade 3000 kgs.
- ii) Second Grade 2000 kgs.
- iii) Third Grade 1000 kgs.
- iv) Fourth Grade 600 kgs.

Note: The term '*personal effects*' means furniture, beddings, utensils, Crockery and such other personal articles a person of his status may be reasonably expected to possess and actually possesses.

(2) In addition to the cost of transportation ,a lump sump amount for loading , unloading and transportation of personal effects shall be paid at the following rates, namely:-

- i) First Grade - Rs. 800
- ii) Second Grade - Rs. 700
- iii) Third Grade - Rs. 500
- iv) Fourth Grade - Rs. 300

(3) If both husband and wife are Government servants and both of them are transferred at the same time within six months of the transfer of the husband or the wife, as the case may be, from one and the same old station to one and the same new station, the travelling allowance shall be admissible to one only if both of them are of the same grade, and if one of them is of the higher grade, then to the one belonging to the higher grade treating the other as a member of the family in both the cases.

Explanation: 1 The transfer of a Government servant from Sikkim to Siliguri and vice-versa shall be construed to mean as transfer within Sikkim for the purposes of these rules.

Explanation: 2 During transfer from one station to another within Sikkim the cost of transportation of personal effects upto the prescribed limit by road-cum-animal transport, as the case may be, shall be admissible to a Government servant according to the schedule of rates as may be prescribed by the Government.

46. (1) When a transfer is to or from a place outside Sikkim connected by rail to Siliguri, the cost incurred on transportation of personal effects by road or other authorised mode of transport between places in Sikkim and Siliguri at prescribed rates, plus transportation by goods train between Siliguri and the other designed station in India connected by rail shall be admissible. The Government servant shall, however, have the option, as far as transportation by goods train is concerned, to utilise any other means of carriage except air, for any part of the admissible limits of the personal effects provided that reimbursement of the expenditure on such accounts plus the cost on that part,if any , which is transported by other means of carriage shall not be in excess of the cost that would have been incurred if the whole of the admissible quantity had been transported by goods train.

(2) In addition to the cost of transportation a lump sum amount shall be paid for loading, unloading and transportation of personal effects as under:-

- i) First Grade - Rs.1,200
- ii) Second Grade - Rs. 900
- iii) Third Grade - Rs. 600
- iv) Fourth Grade - Rs. 300

Note: In case of a person appointed on deputation or on contract basis from outside Sikkim, his travelling allowance to join his duty at the place of posting under the State Government, as well as, for return journey on termination of deputation or contract service shall be governed by these rules unless otherwise provided in his terms of deputation or contract.

47. No daily allowance shall ordinarily be admissible for halt made by a Government servant or his family during the course of journey on transfer unless Government is satisfied that such halts were unavoidable and were made under circumstances beyond the control of the Government servant.

48. No Government servant is entitled to travel by air on transfer except with the special prior approval of Government.