



**TRANSMISSION CORPORATION OF TELANGANA LIMITED
VIDYUT SOUDHA::HYDERABAD-82**

Website: <https://www.tstransco.in> CIN No: U40102TS2014SGC094248

Memo.No.Jt.Secy/DS(Per-II)/AS(IR&Reg)/PO(IR)/JPO/D.No.919/19, dt.20.09.2021

Sub: TSTRANSCO – IR – Payment of TA & DA to the Artisans who are performing field duties as per their eligibility (Basic Pay) for official tours – Working instructions - Issued.

Ref: 1 Memo No.Jt.Secy/DS(PerII)/AS(IR&R)/PO(IR)/JPO(IR)/127/14, Dt.07.02.2018.
2. T.O.O.(Jt. Secy.- Per) Ms.No.1073, dated 27.05.2021.

In the reference 2nd cited, TSTRANSCO vide T.O.O.Ms.No.1073, dt.27.05.2021 issued orders extending other allowances/benefits to the Artisans wherein it was ordered to pay T.A & D.A to the Artisans who are performing field duties, as per their eligibility (Basic Pay) for official tours.

2. After careful examination, TSTRANSCO hereby issues the following orders for payment of Daily Allowance & Travelling Allowance to Artisans working in TSTRANSCO and performing journey within the State and Outside the State

I. Rates for DA applicable:

- a) To pay Rs.225/- per day as Daily Allowance to the Artisans who are performing field duties/official tours within the State
- b) To pay Rs.300/- per day as Daily Allowance to the Artisans who are performing field duties/official tours outside the State.
- c) To Pay Rs. 225/- per day as Daily Allowance instead of Batta to Artisan Grade-II who are working as Drivers on Departmental Vehicles utilized by the Officers in Corporate Office, Vidyut Soudha and Zones in TSTRANSCO for outstation trips within the State.

II. Working instructions for TA & DA :

- i. In part of discharging duties by Artisans, travel should be more than 8 KM by train/bus from the headquarters then only they will be eligible to claim up and down charges and Daily Allowances. Regulating Daily Allowance shall be as indicated below irrespective of the mode of travel.
 - a) A day should be reckoned as to cover 24 hours of absence from the headquarters commencing from the minute the Artisan leaves the headquarters. For every 24 hours of absence from head-quarters one daily allowance is admissible.
 - b) For any fraction of 24 hours the rates of Daily Allowance shall be as follows:
 1. 12 hours and more -- 1 Daily Allowance.
 2. Six hours and more -- 1/2 Daily Allowance.
 3. less than six hours -- No Daily Allowance.
- ii. Artisans should not be on tour for more than 12 days in a month, if Artisans toured for more than 12 days the Countersigning Officer should specifically indicate the reasons for the deviation from the rule and the purpose that has been achieved on such tour.
- iii. The time limit for submission of TA/DA claim shall be within 3 months from date of completion of last tour.
- iv. All TA/DA claims should be drawn only after countersignature of the Controlling Authority
- v. No TA/DA is admissible for the journeys within a radius of 8 Kms.
- vi. All adjacent locations should not be counted together to calculate a distance of 8 km.
- vii. Actual Railway /bus charges incurred by the Artisan shall be paid.
- viii. No DA is admissible, if Artisan is on Causal Leave/Leave with wages in camp period.
- ix. The Artisan who performed tour using Departmental vehicle only DA is admissible.

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3. These orders shall come into the force w.e.f the date of issue of this order.
4. This order issues with the concurrence of JMD (Finance, Comm., & HRD) vide Regd.No.3872, dt.17.09.2021.

D.PRABHAKAR RAO
CHAIRMAN & MANAGING DIRECTOR

To

All Executive Directors	}	
All Chief Engineers/Joint Secretary/FA&CCA	}	TSTRANSCO
All SEs	}	

Copy to:

PS to Chairman & Managing Director/TSTRANSCO/VS /Hyderabad.
 PS to JMD(Finance, Comm., & HRD)/TSTRANSCO/VS/Hyderabad.
 PS to Director (Projects)/TSTRANSCO/VS/Hyderabad.
 PS to Director(Transmission)/TS TRANSCO/VS/Hyderabad.
 PS to Director(Lift Irrigation Schemes)/TSTRANSCO/VS/Hyderabad.
 PS to Director (Grid Operation) /TSTRANSCO/VS/Hyderabad.
 PS to Chairman and Managing Director/TSSPDCL, Hyderabad.
 PS to Chairman and Managing Director/TSNPDCL, Warangal
 PS to Director(HR)/TSGENCO/VS/Hyderabad.
 The Chief General Manager (HRD)/ TSTRANSCO/VS /Hyderabad.
 All Chief General Managers (HRD)/TSSPDCL & TSNPDCL.
 All Deputy Secretaries/All Asst. Secretaries/TSTRANSCO/VS/Hyderabad.
 The Pay Officer/ The Accounts Officer/CPR/TSTRANSCO/VS/Hyderabad.
 The Company Secretary/TSTRANSCO/VS/Hyderabad.
 The Resident Audit Officer, EBCA/TSTRANSCO/VS/Hyderabad.
 All Sr. Accounts Officers/All Accounts Officers/TSTRANSCO.
 All Sections in P&G Services/TSTRANSCO/VS/Hyderabad.
 The General Secretary, TSEEU(Regd.No.1104), Mint Compound, Hyderabad.
 The Secretary General, TSSEEU(Regd.No.327), Mint Compound, Hyderabad.
 The General Secretary, Telangana Rashtra Vidyut Karmika Sangam, (R.No.H-58), H.O.: Telangana Vidyut Karmika Bhavan, Secretariat Road, Mint Compound, Hyderabad.
 The President, Telangana State Power Employees Union (Regd No.1535), H.Q. sri Laxmi Plaza, Plot No.111, Somajiguda, Hyd.
 The General Secretary, Telangana State Electricity P&G Employees Association (Regd.No.54), H.No.1-7-162, Bakaram, Musheerabad, Hyderabad -20.
 The General Secretary, Telangana Electricity Engineers Association, Regd.No.319/07, MC, Hyderabad.
 The President, Telangana State Power Engineers' Association(Regd.No.555/14), H.No.6-3-663, Somajiguda, Hyderabad.
 The President, Telangana Power Diploma Engineers' Association (Regd.No.272/2014), H.No.5-9-22/55, Adarsh Nagar, Hyderabad - 500 063.
 The General Secretary, Telangana State Electricity Assistant Engineer's, Association, (Regd.No.1185/77), New Paloncha-507115.
 The President, T.S. Power Engineers Association (Regd.279/2009), 2nd Floor, SSR Chamber, Opp. Rajdooth Hotel, Telephone Bhavan Road, Lakdikapool, Hyd
 The Secretary General, Telangana State Electricity SC & ST Employees' Welfare Association (Regd.No.621/2014), H.O: Dr.B.R. Ambedkar Spoorthi Bhavan, MC, Khairatabad, Hyd.
 The Secretary General, Electricity Backward Class Welfare Employees Welfare Association, (Regd.No.1681/2006), Plot No.7, Road No.5G Krishnagar colony, Moulali, Hyd.
 The Secretary General, Electricity OC Employees Welfare Association, (Regd.No.1088/2008), H.No.1-1-287/33/A, Chikkadapally, Hyderabad-020.
 The General Secretary, State Scheduled Tribe Employees Welfare Association,(Regd.No.956/78) Mint Compound, Beside TSSPDCL Head Quarters (New Building), Hyderabad.
 The Founder & State President, Telangana Electricity Muslim Minority Employees Welfare Association (Regd.No.132/2014), D.No.12-1-1035/1, North Lallaguda, Hyd - 17.
 The General Secretary, Telangana Electricity Employees Muslim Minority Association (Regd.No.1124/2014), H.No.8-4-544/58/1, Erragadda, Sanathnagar post, Hyd - 18.
 The Secretary General, Telangana Electricity SC & ST Employees Welfare Association (Regd.No.202/2010)Head Off:Qtr.No.C-37, "A" Colony, Ramagundam, District Karimnagar.
 The General Secretary, Vidyut Accounts Officers Association of Telangna (VAOAT) (Regd.No.656/2016) H.No.8-62, Sri Sai Nagar colony, Medipally, Medchal (Dist.) -500 039.
 The General Secretary, TSSEB Accounts Officer's Association, (Regd.No.C-5), VS, Hyd.
 The General Secretary, Junior Accounts Officer's Association, (Regd.No.880), VS,Hyd.
 The General Secretary, TSSEB Technical Employees Union (Regd.No.B-2275),C/o. Sri K.Sampath Reddy, H.No.6-1-40/5, Mint Compound, Hyderabad.
 The General Secretary, United Electricity Employees Union (Regd.No.B-1829) H.No.1-1-60/4, Musheerabad, Hyderabad-20
 The President, Telangana State Electricity SC & ST Officer' Welfare Association (Reg.No.556/2014), H.O:8-3-228/1280/56, Jawahar Nagar, Yousufguda, Hyd.
 The State General Secretary, Telangana Electricity Employees Union (R.No.H-142), H.Q:# 19-5-32/A/19, Mahmood Nagar, Kishan Bagh, Hyderabad - 500 064.
 The State Secretary General, Telangana State Electricity SC/ST & Dalitha Christian Employees Association (Reg.No.684/2014) Plot No.12, Near GNR Gardens, Anandbagh Malkajgiri, Hyd-47.
 The Founder President, Telangana Electricity Employees Association, Regd.No.H-61, Plot No.62, Door No.7-89/62, Ayyappa Colony, Phase-I, Near Gayatri Dhyana Mandir, Dammaiguda,(V) Keesara,(M) Hyderabad-83.
 The General Secretary, TS Electricity Board Retired Employees Association (Regd.No.375), MC, Hyderabad.
 The President, Telangana Electricity Asst. Engineer's Association (TEAEA) Regd No.108/2016, H.Q. KTPS Complex, Paloncha Khammam Dist.Telangana - 507 115
 The General Secretary, Telangana Vidyut Engineer's Association (Regd.No.1438/2007), Plot.No.47, Road No.09, East Kalyana Puri, Uppal, Hyderabad - 500 013.
 The General Secretary, Telangana Mala Electricity Employees Welfare Association' (Regd.No.1577 of 2013) Flat No.16-1-143, Swathi School road, New Paloncha, Kothagudem - Bhadradi Dist. - 507115.
 The Telangana Vidyut Employee's Union, Regd.No.H-82/2019/TS, Beside 132/33 KV Hussain Sagar GIS SS, Telangana Chowrasta , Mindcompound, Hyderabad - 500063.
 The Central Record Section. & Stock File.

// FORWARDED BY ORDER //

A. Shankar
PERSONNEL OFFICER