



HARYANA POWER GENERATION CORPORATION LIMITED

Regd. Office: URJA BHAWAN, C-7, SECTOR-6, PANCHKULA

(ISO: 9001, ISO: 14001 and OHSAS: 18001 Certified Company)

Corporate Identity Number: U45207HR1997SGC033517

Tel. No. 0172-5022421

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To

1. All Chief Engineer's in HPGCL.
2. Controller of Accounts, HPGCL.
3. Company Secretary, HPGCL, Panchkula.
4. LR, HPU's, Shakti Bhawan, Panchkula.
5. Chief Accounts Officer, HPGCL, Panchkula.
6. All FA&CAO's in HPGCL.
7. Secretary, BBMB, Sector-19, Chandiarh.
8. All Dy. Secretary's / Under Secretary's in HPGCL.
9. All Sr. Accounts Officer's and Accounts Officer's in HPGCL.

Memo. No. 673 /CFO/HPGC/FIN-51,
Dated: 23.10.2019

Subject: - Revised Structure of admissibility of Travelling Allowance, Daily Allowance, Travelling Entitlement.

HPGCL vide office order no. 351/CF/HPGCL/FIN-4/Vol-IV, dated 11.08.2019 adopted and circulated Haryana Civil Services (Travelling Allowance) Rules, 2016 as notified by the Finance Department, Govt. of Haryana vide its notification No. 2/2/2016-4FR/22280, dated 29.07.2016 which is effective from 19.07.2016.

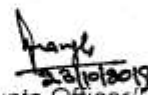
2. The Finance Department, Govt. of Haryana vide its order No. 5/27/98-1FR(FD), dated 20.06.2018 revised the existing structure of admissibility of Travelling Allowance, Daily Allowance, Travelling Entitlement etc. which was adopted & circulated by HPGCL vide memo no. 1655/CFO/HPGCL/FIN-51, dated 18.09.2018.

3. Now, the Finance Department, Govt. of Haryana vide its order no. 5/27/98-1FR (FD), dated 30.07.2019 has clarified the issue regarding entitlement of Travelling Allowance, Daily Allowance, Travelling Entitlement for those who are drawing their salary in ACP Structure & decided to substitute the Para 'A' and Sr. No. 2 and 3 of Para 'B' of Annexure to order dated 20.06.2018 [adopted by HPGCL vide memo no. 1655/CFO/HPGCL/FIN-51, dated 18.09.2018]. The gradation & admissibility for those Government/HPGCL employees who are drawing their pay in ACP Structure on the analogy of the State Government order dated 30.07.2019 is appended as Annexure-A. These instruction/orders shall be applicable to the employees of the HPGCL in accordance with the stipulations included in the annexure replacing the existing structure to the said extent. Others terms and conditions shall remain unchanged. These instructions/orders shall be effective from 01.05.2018.

4. These instructions should be brought to the notice of all concerned for strict compliance and taking such appropriate measure that are required/warranted.

This issue with the approval of Wholetime Directors, HPGCL in its 54th meeting held on 01.10.2019.

DA/ Annexure-"A"


Accounts Officer/Finance,
for Chief Financial Officer,
HPGCL, Panchkula

CC:-

1. Sr. PS to Chairman, HPGCL, Panchkula.
2. OSD to Managing Director, HPGCL, Panchkula.
3. Sr. PS to M.D., HPGCL, Panchkula.
4. Sr. PS to Director/Technical & Generation, HPGCL, Panchkula.
5. XEN/IT, HPGCL, Panchkula with the request to upload the same on website please.
6. PA to CFO, HPGCL, Panchkula.



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(to the HPGCL letter memo no. /CFO/HPGCL/FIN-51, dated 23.10.2019)

(Annexure-A)

'A' Gradation of Govt./HPGCL Employees		
Grading for the purpose of TA/DA		
Sr. No.	Grade	Description
1	Grade-I	(i) For Govt./HPGCL Employees on whom the HPGCL (Revised Pay) Rules, 2016 applies: Government/HPGCL Employees drawing their pay in Level 15 and above of HPGCL (Revised Pay) Rules, 2016. (ii) For Government Employees on whom their respective AIS Revised Pay Rules applies: Government Employees drawing their pay in Level 15 and above. (iii) For Government/HPGCL employees on whom the HPGCL (Assured Career Progression) Rules, 2016 applies: Govt./HPGCL employees drawing their pay in Level 23 and above of HPGCL (ACP) Rules, 2016
2	Grade-II	(i) For Govt./HPGCL Employees on whom the HPGCL (Revised Pay) Rules, 2016 applies: Government/HPGCL Employees drawing their pay in Level 14 of HPGCL (Revised Pay) Rules, 2016.. (ii) For Government Employees on whom their respective AIS Revised Pay Rules applies: Government Employees drawing their pay in Level 14. (iii) For Govt./HPGCL employees on whom the HPGCL (Assured Career Progression) Rules, 2016 applies: Govt./HPGCL employees drawing their pay in Level 20 to Level 22 of HPGCL (ACP) Rules, 2016.
3	Grade-III	(i) For Govt./HPGCL Employees on whom the HPGCL (Revised Pay) Rules, 2016 applies: Government/HPGCL Employees drawing their pay in Level 8 to Level 13 of HPGCL (Revised Pay) Rules, 2016. (ii) For Government Employees on whom their respective AIS Revised Pay Rules applies: Government Employees drawing their pay in Level 10 to 13. (iii) For Govt./HPGCL employees on whom the HPGCL (Assured Career Progression) Rules, 2016 applies: Govt./HPGCL employees drawing their pay in Level 11 to Level 19 of HPGCL (ACP) Rules, 2016.
4	Grade-IV	(i) For Govt./HPGCL Employees on whom the HPGCL (Revised Pay) Rules, 2016 applies: Government/HPGCL Employees drawing their pay in Level 5 to Level 7 of HPGCL (Revised Pay) Rules, 2016. (ii) For Govt./HPGCL employees on whom the HPGCL (Assured Career Progression) Rules, 2016 applies: Govt./HPGCL employees drawing their pay in Level 5 to Level 10A of HPGCL (ACP) Rules, 2016.
5	Grade-V	(i) For Govt./HPGCL Employees on whom the HPGCL (Revised Pay/ACP) Rules, 2016 applies: Government / HPGCL Employees drawing their pay in Level 4 and below of HPGCL (Revised Pay/ACP) Rules, 2016.
'B' Admissibility to travel within and outside India: when journey is under taken by Air.		
Entitlement of travel by Air		
Sr. No	Grade/Description of category of Govt./HPGCL Employee	Description of entitlement
2.	(i) Government Employees drawing their pay in Level 16 & 17 of their respective AIS Revised Pay Rules' (ii) Govt./HPGCL Employees on whom the HPGCL (Revised Pay) Rules, 2016 applies: Government/HPGCL Employees drawing their pay in Level 16 of HPGCL (Revised Pay) Rules, 2016 (iii) Government / HPGCL Employees drawing their pay in Level 24 of HPGCL (Assured Career Progression) Rules, 2016	(i) 'Business Class' when travelling within India. (ii) 'Business Class' when travelling abroad.
3.	(i) Govt./HPGCL Employees drawing their pay in Level 15 of HPGCL (Revised Pay) Rules, 2016 (ii) Government Employees drawing their pay in Level 15 of their respective AIS Revised Pay Rules. (iii) Govt./HPGCL Employees drawing their pay in Level 23 of HPGCL (Assured Career Progression) Rules, 2016	(i) 'Economy Class' when travelling within India. (ii) 'Premium Economy Class' when travelling abroad.

Handwritten Signature
Accounts Officer/Finance,
HPGCL, Panchkula