

No.4/2/2009-O&M/  
Central Water Commission  
Organisation & Methods (O&M) Section

Room No.326(S), Sewa Bhawan,  
R.K. Puram, New Delhi-110066

Dated 6<sup>th</sup> April, 2011.

**Office Memorandum**

**Sub. :** Controlling officers for Travelling Allowances.

Vide this office order no.4/2/2009 - O&M / 83 dated 19<sup>th</sup> January 2011, authorities / controlling officers for the purposes of approving tour programmes under SR 61 and for countersigning TA bills under SR 191 in respect of officers / staff of CWC were communicated with the approval of competent authority. However, queries / clarifications are received in this office regarding countersignature on TTA and LTC / EPC bills. The queries being raised and their clarifications are as follows :

**Query : 1 :** Whether the office order dated 19<sup>th</sup> January 2011 is also applicable for Transfer Travelling Allowance (TTA) bills.

**Clarification :** In pursuance of GoI Decision 2 (1) under SR 191, Controlling officers for countersignature of travelling allowance bills under SR 191 has been declared vide this office order dated 19<sup>th</sup> January 2011. SR 191 does not distinguish between different classes of journey for the purpose of countersignature of travelling allowances bills. Thus the office order dated 19<sup>th</sup> January 2011 is also applicable to TTA as far as countersignature of TTA bills are concerned.

**Query : 2 :** Whether the office order dated 19<sup>th</sup> January 2011 is also applicable for LTC / EPC bills.

**Clarification :** As per Rule 4 (b) of Civil Services (Leave Travel Concession) Rules, 1988; Controlling Officers declared as such under Supplementary Rule 191 are also the controlling officers for the purpose of CS (LTC) Rules.

Thus the office order dated 19<sup>th</sup> January 2011 is also applicable to LTC / EPC as far as countersignature of LTC / EPC bills are concerned.

  
(Poornima Malik)

Under Secretary (O&M)

Copy to :

1. PSO / PPS to Chairman, CWC, New Delhi.
2. PPS to Member (WP&P/RM/D&R), CWC, New Delhi.
3. All Chief Engineers, CWC [Field and Headquarters]
4. All Superintending Engineers / Directors, CWC [Field and Headquarters]
5. Director (Training), CWC, New Delhi.
6. Director, Software Management for uploading the order on CWC web site.
7. All Executive Engineers / Deputy Directors [Field and Headquarters]
8. Accounts Officer, CWC, New Delhi.
9. Pay & Accounts officer, CWC, New Delhi.
10. Section Officer, Accounts - IV, CWC, New Delhi.
11. Guard file.