

**1.12 T.A. on retirement:** Admissible when retired employees settle in a station other than the last station of duty. The entitlements are as applicable in case of transfer. The concession should be availed within 1 year of retirement. However, Head of Department in exceptional cases can relax the conditions for payment. ***[The time-limit for submission of claims is sixty (60) days succeeding the date of completion of the journey]***

**1.12.1 At the Same Station / Between two stations within a short distance of not more than 20 km.:-**

- (i) No T.A. if no change of residence is involved.
- (ii) If there is compulsory change of residence solely due to the transfer –
  - (a) Actual cost of conveyance for self and family limited to the road mileage

Time limit for submission of claim is claims for TA on Retirement is modified from 60 days to 180 days (six months), succeeding the date of completion of the journey. The time limit for submission of TA claim on tour, transfer and training will remain 60 days.

and actual cost of transportation of personal effects admissible subject to the prescribed limits as shown below and

(b) Composite Transfer Grant equal to one-third of 80% of Basic Pay.

The following are the Transfer TA Entitlements -

(a)	Travel Entitlements	Travel entitlement for self and family for journey by Rail / Steamer / Air; Road mileage for journey by road between places not connected by rail.		
(b)	Personal effects (Cost of transportation of personal effects from residence to residence)	Level	By Train/Steamer	By Road
		12 and above	6000 kg by goods train /4 wheeler wagon / 1 double container	Rs.50/- per km
		6 to 11	6000 kg by goods train /4 wheeler wagon / 1 single container	Rs.50/- per km
		5	3000 kg	Rs.25/- per km
		4 and below	1500 kg	Rs.15/- per km
		The rates will further rise by 25% whenever DA increases by 50%.		
(c)	Transportation of Conveyance	An allowance at the rates prescribed by the Director of Transport for journey by taxi / auto-rickshaw, as the case may be. Where the above allowance is claimed, no mileage will be admissible for self. If the family also travels by the same conveyance, they will also not be entitled to mileage allowance.		
		Level	Reimbursement	
		6 and above	1 motor car etc. or 1 motor cycle / scooter.	
		5 and below	1 motor cycle / scooter / moped / bicycle.	

(d)	Composite Transfer Grant (CTG)	<p>The Composite Transfer Grant shall be paid @ 80% of the last month's basic pay – if settled at place other than last station of their duty located at a distance of or more than 20 kms. NPA will not be included in basic pay. The transfer incidentals and road mileage for journey between the residence and the railway station / bus stand etc. at the old and new station, are subsumed in the composite transfer grant and will not be separately admissible.</p> <p>Government servants who, on retirement, settle at the last station of duty itself or within a distance of less than 20 kms may be paid one third of the CTG subject to the condition that a change of residence is actually involved.</p>
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it has been decided that for the purpose of Composite Transfer Grant in r/o Central Government employee who wishes to settle down at the last station of duty or other than last station of duty after retirement, the condition of 20km. from the last station of duty, is done away with subject to the condition that change of residence is actually involved. To settle down at the last station of duty or other than last station of duty after retirement, full CTG would be admissible i.e at the rate of 80% of the last month's basic pay. The employee has to submit a Self declaration Certificate regarding change of residence in prescribed format '3. In case of settlement to and from the Island territories of Andaman & Nicobar and Lakshadweep, CTG shall be paid at the rate of 100% of last month's Basic Pay in terms of Para 4 (ii) (a) of this Department's O.M No '19030/1/2017- E'IV dated 13'07 20'17