



# भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

मुख्यालय : ए-13, सैक्टर-1, नौएडा-201 301, (उ० प्र०)

## INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Head Office : A-13, Sector-1, Noida-201 301 (U.P.)

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F. No. 16-IWAI/Estt./Misc./24/2019

Dated 24.06.2020

### OFFICE ORDER

**Subject: Travelling Allowance Rules- Submission of Boarding Pass alongwith TA Bill-reg.**

Ref: Ministry of Finance (DoE) OM No. 19030/3/2014-E.IV dated 23.06.2020

The approval of the Competent Authority is hereby conveyed regarding submission of a self-declaration certificate in lieu of Boarding Pass alongwith TA Bill as a proof that the journey was actually performed by the official.

2. If a Government servant is unable to submit the Boarding Pass alongwith TA Bill, he can submit a self-declaration certificate in lieu of Boarding Pass alongwith TA Bill (within 60 days of completion of journey). The proforma for self certification is enclosed as **Annexure**.

 24.6.2020  
(Neeraj Singh)  
Assistant Secretary (Admn. & Rectt.)

#### Copy to :-

- i) Chief Engineer (Technical)/ Chief Engineer-Project Manager (JMVP)/ Chief Engineer (Traffic)/ Hy. Chief/ Director (F&A)/ Director (IT)/ Director (NWs)/ Director (M)/ Director (NER)/ Director (Traffic)/ Director (Technical)/ Director (Hydrography), IWAI, Noida, Deputy Secretary, IWAI, Noida
- ii) Director, IWAI, Kolkata/Kochi/Guwahati, Dy Dir, IWAI, Patna
- iii) Sub-office – Varanasi, Allahabad, Sahibganj, Vijayawada, Bhubaneshwar
- iv) PCSA, IWAI, Noida – For uploading on IWAI Website
- v) Hindi Cell – For Hindi Translation
- vi) Notice Board
- vii) Master Copy
- viii) Office Copy

#### Copy for kind information to :-

PPS/ PS/ PA to Chairperson/ Vice-Chairman/ Member (Finance)/ Member (Technical)/ Member (Traffic)/ Secretary

(Annexure)

**Self-declaration Certificate in lieu of Boarding Pass**

(In terms of OM No. 19030/3/2014-E.IV dated 23.06.2020 issued by D/o Expenditure, M/o Finance, Government of India)

I (Name of the employee....., S/o or D/o.....) hereby declare and certify that:

1. I have misplaced my Boarding Pass and do not have a digital/physical copy.
2. I have actually performed the onward journey on Tour from..... to ..... on ..... (date) using the air ticket purchased by my office/by me vide PNR No..... dated..... Issued by ..... (Name of Airlines Company/Authorised Agency) to visit.....(address of the office visited).
3. I have actually performed the return journey on Tour from..... to ..... on ..... (date) using the air ticket vide PNR No..... dated..... Issued by ..... (Name of Airlines Company/Authorised Agency) to visit.....(address of the office visited).
4. I further declare that I have neither claimed nor I will claim part or full of this claim for this journey from any other source/office.
5. In case the above declaration given by me is not found true at any stage, I shall be liable to disciplinary action under Central Civil Services (Classification, Control and Appeal) Rules, 1965, as amended from time to time and to refund the sum along with penal interest thereon to the Government.

(Signature/Thumb impression)

Name of the Government Servant.....

Designation.....

Name of the Office.....

Countersigned by Controlling Officer