



**THE BHARAT SCOUTS AND GUIDES**

*Creating - Better India*

**भारत स्काउट्स एवं गाइड्स**

*बेहतर भारत के निर्माण की ओर*

National Headquarters

राष्ट्रीय मुख्यालय

Society Registration No. S462 of 1950-1951

**President**

DR. ANIL KUMAR JAIN, M.P. (RAJYA SABHA)

डॉ. अनिल कुमार जैन, सांसद (राज्य सभा)

**Chief National Commissioner**

DR. K.K. KHANDELWAL, I.A.S. (RETD.)

डॉ. के.के. खण्डेलवाल, भा.प्र.से. (से.नि)

Ref. No. BSG/NHQ.

D-3-4/2141/2023

Date: 11/2/2023

To  
The Chairman and  
All the Members of the  
National Finance Committee of  
The Bharat Scouts and Guides

**SUB.:- Minutes of the National Finance Committee Meeting of the Bharat Scouts and Guides held physically as well as virtually on 08<sup>th</sup> October 2023 at 11.00 A. M.**

Dear Sir,

Please find enclosed herewith the Minutes of the National Finance Committee Meeting of the Bharat Scouts and Guides held physically as well as virtually on 08<sup>th</sup> October, 2023 at 11.00 A. M. for your kind perusal.

Thanking you,

Yours Sincerely,

(Raj Kumar Kaushik)

Director

Encl.:- As above.

Copy submitted for kind information to:-

1. Hon'ble Chief National Commissioner of the Bharat Scouts and Guides.
2. Hon'ble Additional Chief National Commissioner of the Bharat Scouts and Guides.



## MINUTES OF THE NATIONAL FINANCE COMMITTEE MEETING

The Meeting of the National Finance Committee of the Bharat Scouts and Guides was held physically as well as virtually on 08<sup>th</sup> October 2023 at 11.00 A. M. under the chairmanship of Shri Alok Goel, FCA, National Treasurer of the Bharat Scouts and Guides.

### Following Members were present.

#### Physically

1. Shri Alok Goel, FCA, National Treasurer, BS&G - **Chairman**
2. Shri Ashok Kumar Sharma, Advocate and Tax Expert,  
M/S Ashok Sharma and Associates - **Member**
3. Shri Madhusudan A. S., Additional International Commissioner(Scouts), BS&G- Special Invitee
4. Shri K. K. Upadhyay, C. A., Partner Thakur Vaidyanath Aiyer & Co. - Special Invitee
5. Smt. Darshana Amar Pawaskar, Joint Director(SS) I/c, BS&G - Special Invitee
6. Shri Amar B. Chettri, Joint Director of Scouts (Prog. & Trg.), BS&G - Special Invitee
7. Shri Anand Kumar, Accounts Officer, BS&G - Special invitee
8. Shri Deepak Mehra, Supply Service Officer, BS&G - Special Invitee
9. Shri Raj Kumar Kaushik, Director, BS&G - **Secretary**

#### Virtually

1. Shri Viral K. Mehta, C. A., M/S Kiran Mehta & Co. - Member
2. Shri Vimal Kumar Meena, IRS, Mumbai - Member

Shri Raj Kumar Kaushik, Director welcomed the Chairman and all the members of the National Finance Committee present physically as well virtually.

The Meeting started with general salute followed by Scout Guide Prayer.

### Apology received from the following member.

1. Shri Raman Aggarwal, C. A., Chandigarh over Whatsapp.

Shri Alok Goel, National Treasurer and Hon'ble Chairman of the meeting welcomed all the members present physically as well as virtually. He requested all the members to share their valuable suggestions and feedbacks.

The Chairman requested the Director to read out agenda items.

**Agenda Item No. 1:- Confirmation of Minutes of the Meeting of National Finance Committee of the Bharat Scouts and Guides held on 10/10/2022 and Agenda Item No. 2: - Business Arising (Action Taken Report).**

The Minutes of the last meeting of National Finance Committee of the Bharat Scouts and Guides held on 10/10/2022 and Action Taken Report were confirmed by the house unanimously duly proposed by Shri Viral K. Mehta and seconded by Shri Ashok Kumar Sharma.



**Agenda Item No. 3: - Consideration of Draft Audited Statement of Accounts and Balance Sheet for the year 2022-2023.**

The Director informed that the Audited Statement of Accounts and Balance Sheet for the year 2022-23 was placed before the house as the same were sent to the Hon'ble members well in advance. He informed the house that the Audited Statement of Accounts and Balance Sheet of the Bharat Scouts and Guides for the year 2022-2023 duly audited by the Auditor of the Bharat Scouts and Guides and the same is approved by the house unanimously as proposed by Shri Viral K. Mehta, C. A., M/S Kiran Mehta & Co. and seconded by Shri Vimal Kumar Meena, IRS, Mumbai and recommended for the approval of National Executive Committee.

**Agenda Item No. 4: - Consideration of Revised Budget for the year 2023-2024 and Budget Estimates for the year 2024-2025.**

The Revised Budget for the year 2023-2024 and Budget Estimates for the year 2024-2025 were placed before the house and the same were considered and accepted by the house. The same is recommended for the approval of National Executive Committee.

**Agenda Item No. 5: - Update of Grant-in-Aid from Ministry of Youth Affairs and Sports, Govt. of India for the Financial Year 2022-2023 and 2023-2024.**

The Director informed the house about the Grant-in-Aid received from the Ministry of Youth Affairs and Sports, Govt. of India. Shri Vimal Kumar Meena, IRS, enquired about the efforts made to enhance the grants from the Ministry. The Director informed that total sanction of Rs. 75.00 lakhs have been received from the Ministry out of which Rs.37.50 Lakhs was received towards Scouting and Guiding activities against the revised budget submitted to the Ministry for the year 2022-2023 and balance amount of Rs. 37.50 lakhs have been received during 2023-2024 and the same was utilised during the year 2022-2023.

We have submitted the budget proposal amounting to Rs. 1053.92 Lakhs on 14.02.2023 to the Ministry of Youth Affairs and Sports, Govt. of India for the year 2023-2024 for organising the Scouting and Guiding activities and the matter is under consideration by the Ministry of Youth Affairs and Sports. The Director informed the house that time to time the Ministry has demanded the data, recently we have provided 20 years' data related to grant and the same is submitted to the Ministry. Shri Vimal Kumar Meena, IRS and Shri Viral suggested that we should make a comparison of grants received so far and requested the house to constitute a Committee of three persons under the chairmanship of Hon'ble Chief National Commissioner and the delegation of the Bharat Scouts and Guides to meet the Hon'ble Minister of Youth Affairs and Sports. He further suggested that a Committee should first analyse the past budget and make a suitable presentation before the Ministry/Minister. Shri Alok Goel, Chairman appreciated the innovative suggestions. Further, Shri Madhusudan A. S., Addl. International Commissioner(Scouts) suggested that we should also refer the budget of other similar youth organisations from the documents present in the Rajya Sabha recently by Ministry of Youth Affairs and Sports.

**Agenda Item No. 6- Update on Income Tax matters.**

The Director requested Shri K. K. Upadhyay, C. A., Partner Thakur Vaidyanath Aiyer & Co. to give update on Income Tax matters. Shri K. K. Upadhyay appraised the house that The Bharat Scouts and Guides, National Headquarters has received a letter from Income Tax Department on 24/11/2020 for regular assessment of the case (Assessment Year 2018-19) with a list of questionnaires for reply which was submitted online from time to time. Assessment Order has been received as Nil tax but in the order Rs. 19.44 Lakhs demanded for deferment of advance tax U/s 234(C) as liability against the Bharat Scouts and Guides. The Bharat Scouts and Guides had filed an application for rectification of assessment order U/s 154 of Income Tax Act on 28/06/2021 for the assessment year 2018-2019. The case is still pending with the Income Tax Department.

The Communication Notice U/s 143(1) of Income Tax Act was received on 30/06/2020 for Assessment Year 2019-20 showing Income Tax computation as computed and claimed by the Bharat Scouts and Guides in the Annual Return of income without considering the exemptions U/s 10(23 C) (iv) of Income Tax Act and passed the order by disallowing total expenditures claimed in ITR and demand of Rs. 4.69 Crores was established. The response has been filed by the Bharat Scouts and Guides showing disagreement with the demand on 13/07/2020. Order against representation from CPC, Bengaluru is still awaited and no further communication has been received till this date.

Shri Viral K. Mehta suggested rigorous follow up to be made and letter to be marked to Joint Commissioner/Additional Commissioner at Jurisdictional office and rectify the order. He said that a copy of the same may be sent to him and Shri Viral K. Mehta.

Shri Vimal Kumar Meena, IRS suggested that we have to file the application again for rectification U/s 154 of the Income Tax Act, 1961 to the higher authority and previous attachment letter to be given to him for early hearing and also suggested the case to be filed on e-portal (CPGRAM) for early settlement of the case. Hon'ble Chairman requested to Shri K. K. Upadhyay ji, C.A., Partner, Thakur Vaidyanath Aiyar and Co. to take further necessary action in this case on priority basis to settle the matter at the earliest.

**Agenda Item No. 7: - Update on GST case matter regarding advance ruling under section 97 of CGST Act.**

The Director informed the house as per the recommendation of National Finance Committee held on 15/09/2018 the Bharat Scouts and Guides had filed an application on 30/11/2018 before the Authority of Advance Ruling for obtaining an advance ruling U/s 97 of CGST Act 2017. Several hearings took place and time to time after the registration of the case and the last hearing was on 24/07/2020. The case is still under process of hearing and yet to be decided by the authority of advance ruling.

The Director requested Shri Ashok Kumar Sharma, Advocate and Finance Committee member to brief on this matter. Shri Ashok Kumar Sharma informed the house that since last one year the GST Court is not functioning and no hearing was held. Hon'ble Chairman requested to take up the matter on priority basis personally and discuss to the higher authorities to resolve the issue.

Shri Ashok Kumar Sharma suggested to charge the GST and should not take any risk in future whenever TDS is deducted GST is to be paid. Shri Ashok Kumar Sharma suggested to withdraw the petition. Shri Vimal Kumar Meena suggested the house to provide the copy of applications which was filed to the GST Authority for further advice from his end. Shri Viral K. Mehta suggested to share the copy of petition also so that he can look into the matter for further suggestion. Hon'ble Chairman accepted their proposal to resolve the matter as early as possible.

The Chairman informed the house that some of the States are using our Pan No. and GST No. in their Transactions. Director also informed the house that Madhya Pradesh State using their GST No. based on the PAN of the Bharat Scouts and Guides. The actions for non-using of the same has already been taken. Madhya Pradesh State has already been instructed to take necessary action to get fresh GST registration from his own PAN. The MP state has taken action accordingly.

**Agenda Item No. 8: - Permission to develop Financial Policy/Manual and Internal Control.**

The Director informed the house that we do not have concrete Financial Policy document in the Bharat Scouts and Guides and it is long pending. Shri Madhusudan A. S., Addl. International Commissioner of Scouts suggested that we may take help from the technical team of WOSM as outsourcing without any charge. Shri Alok Goel, Chairman suggested that we may also assigned the responsibility to Shri K. K.



Upadhyay ji who is doing audit of the Bharat Scouts and Guides since a very long period and had full knowledge of the Organisation. He requested Upadhyay ji to take up the matter and finalise the terms.

The Director suggested that one of the member of Finance Committee should take the responsibility in this regard. Hon'ble Chairman requested Shri K. K. Upadhyay ji, C.A. to give the proposal for drafting the financial policy as your firm has audited the accounts of the Bharat Scouts and Guides from very beginning and everything is in your knowledge and the same was accepted by the house.

**Agenda Item No.9: - Outstanding amounts towards Membership Fee, Flag Day Collection and Supply Service Department dues.**

The Director informed that long outstanding dues of Membership Fee, Flag Day and Supply Service Department was due for payment from the State Associations in tune of Rs. 6.94 Crores. He also informed the house that final reminder was sent to the defaulter States for its recovery and we are regularly paying the IRF to WOSM and WAGGGS against the outstanding dues of IRF from the States. He also informed the house that as per the recommendation of the National Executive Committee to impose the penalty @12% as interest for non-payment of outstanding dues of IRF in time. The Director also informed that as per rules, the National Headquarters may debar the defaulter States for not paying the IRF dues.

Shri Vimal Kumar Meena wanted to know about the classification of outstanding dues of the State Associations and the Director briefed about each due. Shri Vimal Kumar Meena suggested to constitute a Committee of three persons to visit the major defaulter states and conduct the audit for its factual position to recover the pending amount. If the Committee feels that the State is not in a position to pay the IRF dues, then after the recommendation of the Committee, the outstanding dues may be waived off by the Hon'ble Chief National Commissioner as deemed fit. He also suggested to the house that if the State wants to pay the outstanding dues in instalment basis may be allowed.

Shri Viral K. Mehta suggested that we may put the name of defaulter States in the Website of the Bharat Scouts and Guides. Hon'ble Chairman suggested that we cannot do so as we have to take this in a harmonious manner.

Hon'ble Chairman suggested to recovery of flag day amount by giving some additional discount to the defaulter States. The Director informed the house that we have already given 50% amount of the total flag day collections to the concerned States against contribution collected. After a lengthy discussion, following are suggested:

1. A Committee to be constituted and visit the State.
2. On the basis of recommendation of the Committee, rebate on one time may be given on the approval of Hon'ble Chief National Commissioner.
3. As only IRF dues is given in the rules book of the Bharat Scouts and Guides for action, it was suggested that a rule to be added stating that in case of any financial dues, state can be debarred to attend any event or meeting at any level and cannot use the BSG name and its emblem. The charter issued to the concern state may also be withdrawn.

**Agenda Item No.10: - Any other matter with the permission of the Chair.**

**(i) Provision of 7<sup>th</sup> Pay Commission to the employees of the Bharat Scouts and Guides.**

The Director informed the house that 7<sup>th</sup> Pay Commission was given by the Govt. of India in the year 2016 but due to some unavoidable circumstances the same was not given to the employees of the Bharat Scouts and Guides till date.

Hon'ble Chairman desires to know the impact/burden of the 7<sup>th</sup> Pay Commission given to the staff of Bharat Scouts and Guides and how much amount to be spent for implementing the same and he also

suggested that a Committee may be constituted to review the financial position of the Bharat Scouts and Guides for implementing 7<sup>th</sup> Pay Commission.

Shri Vimal Kumar Meena wanted to know about the hurdles to face and where the additional amount to be meet out for payment of 7<sup>th</sup> Pay Commission.

The Director requested the Accounts Officer to brief about the impact of 7<sup>th</sup> Pay Commission given to the employees of the Bharat Scouts and Guides including gratuity and leave encashment impact to the Bharat Scouts and Guides and the same was briefed by Accounts Officer.

After a lengthy discussion, Hon'ble Chairman suggested to authorise the Hon'ble Chief National Commissioner to constitute a Committee consisting of at least one HR, One Volunteer, one member from Finance Committee and Director to fixed the salary on the basis of review of the Committee report based on knowledge, productivity and performance of the employees of the Bharat Scouts and Guides. Shri Vimal Kumar Meena supported the proposal. The house agreed with the proposal.

**(ii) Enhancement of TA/DA to the employees.**

The Director informed the house that on the long pending demand of the professionals of the Bharat Scouts and Guides for enhancement of the transfer allowance and travel entitlement including daily allowances (Domestic/International) is submitted for the confirmation of the committee for Ex-facto sanction. An Office Order has been issued in this regard after taking the approval of the Competent Authority. This matter is placed before the confirmation of the house. The house agreed with the proposal and recommended for approval.

**(iii) Amendments in House Rent deduction rule.**

The Director also informed the house that modification/amendments are to be incorporated in the Recruitment and Conditions of the Service Rules of the Bharat Scouts and Guides Section –VIII i.e. Staff Quarter Accommodation Rules as renamed as Staff Transit Camp Rules of the Bharat Scouts and Guides as the quarters provided to staff do not have adequate facilities which are required as per cadre. An Office Order has been issued in this regard by revising the license fee and Water charges stating deduction of 50% of GP. He informed the house that as we are paying 10% HRA to the staff of NTC, NAI and NYC, Gadpuri hence if the deduction is made 50% of Grade Pay, these staff has to pay excess amount what they received as HRA hence suggested not to deduct HRA who are residing at NTC, NAI and NYC, Gadpuri. The house agreed on the proposal i.e.

Sl. No.	Status of Staff Quarter	License Fee	HRA Deductible		Water Charges
			NHQ	NTC, NAI and NYC, Gadpuri	
1.	Director	₹ 800	50% of GP	₹ 0	₹ 200
2.	Joint Director	₹ 500	50% of GP	₹ 0	₹ 200
3.	Deputy Director	₹ 400	50% of GP	₹ 0	₹ 200
4.	Estate Manager- NTC	₹ 400	50% of GP	₹ 0	₹ 200
5.	Adventure Programme Officer - NAI	₹ 400	50 % of GP	₹ 0	₹ 200
6.	Warden/Quarter Master/	₹ 300	50% of GP	₹ 0	₹ 100



	Computer Operator/ Group- B & Group-C				
7.	Junior Instructor/Group- B & Group-C	₹ 300	50% of GP	₹ 0	₹ 100
8.	Group- D	₹ 100	50% of GP	₹ 0	₹ 100

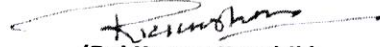
The Director informed the house that we have a plan to collection of Rs.100.00 Crore Corpus Fund and briefed about the collection of CSR Fund. Shri Vimal Kumar Meena suggested to prepare a draft document including maximum aspects of the CSR initiatives of Govt. of India such as Capacity building, women's empowerment, digital development etc. and the draft policy should be in a lucid language, a smart and good document. The policy should also highlight about the advantages for the donors. He also suggested that it is our collective duties and responsibilities to revive the proper position of the Bharat Scouts and Guides. Shri Vimal asked the Director to send the draft policy to him for finalisation. The house agreed with his suggestions.

Hon'ble Chairman thanked all the members for their active participation and valuable suggestions shared during the meeting.

The meeting ended with vote of thanks to the Chair followed by National Anthem.



**(Alok Goel)**  
National Treasurer &  
Chairman



**(Raj Kumar Kaushik)**  
Director &  
Secretary

AS-1/08.10.2023



# THE BHARAT SCOUTS AND GUIDES

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Society Registration No. S482 of 1950-1951

## President

DR. ANIL KUMAR JAIN, M.P. (RAJYA SABHA)  
डॉ. अनिल कुमार जैन, सांसद (राज्य सभा)

## Chief National Commissioner

DR. K.K. KHANDELWAL, I.A.S. (RETD.)  
डॉ. के.के. खण्डेलवाल, मा.प्र.से. (से.नि)

Ref. No. BSG/NHQ.

D-1-48/1828/2023

Date: 15/09/2023

### OFFICE ORDER

Sub: Revision of Eligibility in regards to Travel & Transfer Allowance Entitlements of the employees of The Bharat Scouts and Guides in the **Recruitment & Conditions of Service Rule Section-VI**....Reg.

We are pleased to inform you that Hon'ble Chief National Commissioner has approved the revision of Travel and Transfer entitlements of the employees of BSG. Revised eligibilities are as below:-

#### Revised Transfer Allowance Eligibility

Distance of Transfer	Revised Entitlement For Grade Pay ₹1300-₹2400	Revised Entitlement For Grade Pay ₹2800-₹3500	Revised Entitlement For Grade Pay ₹3800-₹7200
Local within 100 Km.	Individual-₹1000 Family-₹4000	Individual-₹1800 Family-₹6000	Individual-₹3000 Family-₹8000
Within 500 Km.	Individual-₹4000 Family-₹18000	Individual-₹5000 Family-₹20000	Individual-₹9000 Family-₹24000
Within 1000 Km.	Individual-₹6000 Family-₹20000	Individual-₹7000 Family-₹24000	Individual-₹11000 Family-₹40000
More than 1000 Km.	Individual-₹10000 Family-₹24000	Individual-₹13000 Family-₹30000	Individual-₹15000 Family-₹50000

#### Revised Travel Entitlement & Daily Allowance

Grade Pay	Revised Travel Entitlement	Revised Journey Daily Allowance	Revised Taxi & Auto Fare Entitlement
GP ₹6600 - ₹7200	By Air Economy Class	₹600	Taxi (OLA/UBER/MERU Cabs/BLU Smart/Radio Taxi) is permissible, subject to submission of tax invoice from Residence/Duty Place to Railway Station/Bus Stand. No Changes in Auto rickshaw eligibility. Self-declaration of distance is mandatory to claim auto rickshaw charges.
GP ₹4500 - ₹5400	No Revision	₹600	
GP ₹3500 - ₹4000	No Revision	₹550	No Revision. Self-declaration of distance is mandatory to claim auto rickshaw charges on tour.
GP ₹1900 - ₹3200	No Revision	₹450	
GP below - ₹1900	No Revision	₹300	

All other rules and regulation as mentioned in the Section-VI will remain same.

The above revision of entitlements will be applicable w.e.f. 01<sup>st</sup> October 2023.

These issues with the approval of the competent authority.

(Raj Kumar Kaushik)  
Director

To,

All the staff member of the Bharat Scouts and Guides





Copy Submitted for kind information of:-

1. Hon'ble Chief National Commissioner, BSG, NHQ, New Delhi
2. Hon'ble National Treasurer, BSG, NHQ, New Delhi

Copy communicated for necessary action:-

1. Accounts Officer, BSG, NHQ, New Delhi
2. AS-1, BSG, NHQ for amendment in Recruitment & Conditions of Service Rule.

**Sub: Amendment required in Travel Entitlement of Office Bearers & Employees of the Bharat Scouts and Guides - Reg.**

Recruitment and Conditions of Service Rule of the Bharat Scouts and Guides implemented in the year 2016 and since then no such major amendment was done in regards to travel entitlements of the employees. It is nearly a span of 07 years and during this period a lot was changed in regards to expenses bearing by our employees when they are travelling or during transfer cases.

Apart from this, till date there is no outside India travel entitlement framed in our Recruitment and conditions of service rule, which make it uneasy to clear the bills.

Hence it is the right time to amend the Recruitment and Conditions of Service Rule. Therefore as per discussion with the appropriate authority we are proposing below;

**Entitlement for Office Bearers of BS&G going abroad (Other than SAARC Countries) with prior approval of Hon'ble CNC for reimbursement.**

Govt. Rate	Proposed for Office Bearers		
	Hotel Accommodation Charges	Daily Allowance	Transportation Expenses
<b>Rate approved by MECL (A Govt. of India Enterprise) Dollar rate in INR taken as per rate on 13.09.2023</b>			
1. Hotel Charges – 375 US \$ (₹31099) or actual whichever is less. 2. Full DA in Dollar as mentioned in Circular No. AT/IV/4462/Orders/Vol-III dated 06 <sup>th</sup> Jan 2011. 3. Taxi engagement on full day basis or actual – if senior most or alone. @ 120 US \$ per day in case of member of delegation only.	Actual Charges within Ceiling of ₹15000	1. Flat ₹8000 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (A) Breakfast – ₹1000 (B) Lunch & Dinner – ₹3000 each (C) Other Misc. Exp./Camping DA – ₹1000	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit fixed by the Govt.

**Entitlement for employees of BS&G going abroad (Other than SAARC Countries) with prior approval of Hon'ble CNC for reimbursement.**

**Director (GP-₹6600)**

Govt. Rate	Proposed for BSG Employees		
	Hotel Accommodation Charges	Daily Allowance	Transportation Expenses
<b>Rate approved by MECL (A Govt. of India Enterprise) Dollar rate in INR taken as per rate on 13.09.2023</b>			
1. Hotel Charges – 250 US \$ (₹20732) or actual whichever is less. 2. Full DA in Dollar as mentioned in Circular No. AT/IV/4462/Orders/Vol-III dated 06 <sup>th</sup> Jan 2011. 3. Taxi Charges – 100 US \$ per day.	Actual Charges within ceiling of ₹10000	1. Flat ₹ 7000 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (A) Breakfast – ₹1000 (B) Lunch & Dinner – ₹2500 each (C) Other Misc. Exp./Camping DA – ₹1000	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit fixed by the Govt.



**Joint Director & Deputy Directors (GP ₹4500 to ₹5400)**

Govt. Rate Rate approved by MECL (A Govt. of India Enterprise) Dollar rate in INR taken as per rate on 13.09.2023	Proposed for BSG Employees		
	Hotel Accommodation Charges	Daily Allowance	Transportation Expenses
1. Hotel Charges – 213 US \$ (₹17665) or actual whichever is less. 2. Full DA in Dollar as mentioned in Circular No. AT/IV/4462/Orders/Vol-III dated 06 <sup>th</sup> Jan 2011. 3. Taxi Charges – 60 US \$ per day.	Actual Charges within ceiling of ₹8000	1. Flat ₹6000 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (A) Breakfast – ₹ 750 (B) Lunch & Dinner – ₹ 2250 each (C) Other Misc. Exp./Camping DA – ₹750	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit fixed by the Govt.

**Assistant Director/AO/SSO/ROC (GP ₹4000 to GP ₹3500)**

Govt. Rate Rate approved by MECL (A Govt. of India Enterprise) Dollar rate in INR taken as per rate on 13.09.2023	Proposed for BSG Employees		
	Hotel Accommodation Charges	Daily Allowance	Transportation Expenses
1. Hotel Charges – 125 US \$ (₹10365) or actual whichever is less. 2. Full DA in Dollar as mentioned in Circular No. AT/IV/4462/Orders/Vol-III dated 06 <sup>th</sup> Jan 2011. 3. Taxi Charges – 45 US \$ per day.	Actual Charges within ceiling of ₹ 6000	1. Flat ₹5000 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (A) Breakfast – ₹ 750 (B) Lunch & Dinner – ₹ 1750 each (C) Other Misc. Exp./Camping DA – ₹ 750	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit fixed by the Govt.

**All other employees below GP of ₹3500**

Govt. Rate Rate approved by MECL (A Govt. of India Enterprise) Dollar rate in INR taken as per rate on 13.09.2023	Proposed for BSG Employees		
	Hotel Accommodation Charges	Daily Allowance	Transportation Expenses
1. Hotel Charges – 125 US \$ (₹10365) or actual whichever is less. 2. 75% of DA (Employees in E1 & E2 Class) & all others 33% of DA in Dollar as mentioned in Circular No. AT/IV/4462/Orders/Vol-III dated 06 <sup>th</sup> Jan 2011. 3. Taxi Charges – 35 US \$ per day.	Actual Charges within ceiling of ₹5000	1. Flat ₹4000 (if full day food not provided) 2. If food provided partly then reimbursement to be claimed as follows: (A) Breakfast - ₹600 (B) Lunch & Dinner - ₹1400 Each (C) Other Misc. Exp./Camping DA - ₹600	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit fixed by the Govt.



**Further when the tour will be within SAARC Countries other than Nepal & Bhutan eligibility will be as follows;**

**Entitlement for Office Bearers**

Hotel Accommodation Charges	Daily Allowance	Taxi Charges
Actual Charges within Ceiling of ₹10000	1. Flat ₹6000 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (A) Breakfast – ₹1000 (B) Lunch & Dinner – ₹2000 each (C) Other Misc. Exp./Camping DA – ₹1000	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit proposed as above.

**Entitlement for employees of BS&G**

Sl.	Post	Hotel Accommodation Charges	Daily Allowance	Taxi Charges
01	Director (GP-₹6600)	Actual Charges within ceiling of ₹7000	1. Flat ₹ 5000 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (A) Breakfast – ₹700 (B) Lunch & Dinner – ₹1700 each (C) Other Misc. Exp./Camping DA – ₹900	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit proposed as above.
02	Joint Director & Deputy Directors (GP ₹4500 to ₹5400)	Actual Charges within ceiling of ₹6000	1. Flat ₹4000 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (A) Breakfast – ₹ 600 (B) Lunch & Dinner – ₹ 1400 each (C) Other Misc. Exp./Camping DA – ₹800	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit proposed as above.
03	Assistant Director/AO/SSO/ROC (GP ₹4000 to GP ₹3500)	Actual Charges within ceiling of ₹ 5000	1. Flat ₹3500 (If food not provided for the full day) 2. If food provided partly, then reimbursement to be claimed as follows; (D) Breakfast – ₹ 500 (E) Lunch & Dinner – ₹ 1150 each (F) Other Misc. Exp./Camping DA – ₹ 700	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit proposed as above.
04	All other employees below GP of ₹3500	Actual Charges within ceiling of ₹4000	1. Flat ₹3000 (if full day food not provided) 2. If food provided partly then reimbursement to be claimed as follows: (D) Breakfast - ₹400 (E) Lunch & Dinner - ₹1000 Each (F) Other Misc. Exp./Camping DA - ₹600	Actual will be reimbursed on submission of bill and voucher but not exceeding the limit proposed as above.

In Case of employees of BS&G travelling to Nepal & Bhutan, travelling entitlement will be treated at par fixed within India or amended time to time for within country.