

Chapter 2

THE MEMBERS OF PARLIAMENT (TRAVELLING AND DAILY ALLOWANCES) RULES, 1957

New Delhi, the 4th April, 1957

S.R.O. 1148. -- The following Rules made by the Joint Committee constituted under sub-section (1) of Section 9 of the Salaries and Allowances of Members of Parliament Act, 1954 (No. 30 of 1954), in exercise of the powers conferred on it by sub-section (3) of the said section, which have been approved and confirmed by the Chairman of the Council of States and the Speaker of the House of the People as required by sub-section (4) of that section, are published for general information:--

THE MEMBERS OF PARLIAMENT (TRAVELLING AND DAILY ALLOWANCES) RULES, 1957* (As amended upto 13th December, 2010)

PRELIMINARY

1. Short Title. -- (1) these rules may be called the Members of Parliament (Travelling and Daily Allowances) Rules, 1957.

(2) They shall be deemed to have come into force on the 1st day of June, 1954, provided that any claim already settled before the publication of these rules in the Official Gazette shall not be reopened by virtue of any provision contained in these rules.

2. Definitions. -- In these rules, unless the context otherwise requires, --

- a. "the Act" means the Salaries and Allowances of Members of Parliament Act, 1954 (30 of 1954), as amended (9 of 1955);
- b. "Controlling Officer" means an officer of the Lok Sabha Secretariat empowered by the Secretary to the Lok Sabha or an Officer of the Rajya Sabha Secretariat empowered by the Secretary to the Rajya Sabha, to countersign the traveling and daily allowances bills of Members of the Lok Sabha or the Rajya Sabha as the case may be;
- c. "Day" means a period of twenty-four hours beginning at midnight;
- d. "Form" means a form appended to these rules;
- e. "Joint Committee" means the Joint Committee constituted under sub-section(1) of section 9;
- f. "Section" means a section of the Act.

ROUTES FOR THE PERFORMANCE OF ANY JOURNEY

3. (i) Subject to the other provisions of these rules, the railway fare referred to in clause (a) of sub-section (1) of section 4 of the Act shall be calculated by the shortest route, i.e., the route by which a Members may most speedily reach his destination. When more routes than one are equally short, the fare shall be calculated by the cheapest route.

* Published in the Gazette of India, Extraordinary, Part I, Section 3, dated the 6th April, 1957.

(ii) Where the shortest route is temporarily closed, the extra fare may be allowed by the next quickest route.

¹[(iii) Where it is not convenient for a Member to travel by the shortest route, he may travel by any route more convenient to him, and in such a case the railway fare shall be calculated by the route by which he actually travelled:

Provided that where the difference between the fare by the shortest route and the fare by the route by which he actually travelled exceeds sixty rupees, the difference in fare payable to the Member shall be limited to sixty rupees.]

²[(iv)The 'second class fare' referred to in clause (a) of sub-section (1) of section 4 of the Act shall be calculated at the rates prescribed for journeys by mail trains irrespective of the train in which the Member actually travels.]

³[3A. ^{3a}{(1) The Member is entitled to receive travelling allowances in respect of journey performed by air in any airlines.

(IA) The air fare referred to in clause (b) of sub-section (1) of section 4, or in clause (b) of sub-section (1), and sub-section (2) of section 5 shall be calculated by the direct route:

Provided that where there are more routes than one, the airfare shall be calculated by the route by which a Member may reach his destination at the earliest. }

(2) Where the direct route is temporarily closed, or there is no service on a particular day, and the journey is performed by the Member by the next cheapest route, the airfare shall be allowed by that route.

(3) Where it is not convenient for a Member to travel by the direct route, he may travel by any route more convenient to him and in such a case, he shall be allowed an amount which is equal to --

(i) the air fare by the route by which he had actually travelled, or

(ii) the air fare by the direct route plus a sum of rupees ^{3b}[two hundred and fifty], whichever is less.

^{3c}[Provided that a Member of Parliament shall be entitled to travel by any other route to avoid inconvenience to reach his destination on the same day when connected flights are not

¹ Inserted by S.R.O. 342, published in the Gazette of India, Extraordinary, Part II, Section 3, dated the 25th January, 1958.

² Inserted by G.S.R. 1285, published in the Gazette of India, Extraordinary Part II, Section 3 sub-section (i), dated the 24th November, 1959.

³ Inserted by G.S.R. 338(E), published in the Gazette of India, Extraordinary, Part II Section 3, sub-section (i), dated the 2nd July, 1973.

^{3a} Inserted by G.S.R. 702 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section (i), dated the 26th October, 2004.

^{3b} Substituted by G.S.R. 1091 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section (i), dated the 25th November, 1988.

available by the shortest route, subject to the permission of the Speaker, Lok Sabha or Chairman, Rajya Sabha as the case may be.]

(4) Where a Member travels by a circuitous air-cum-rail route he shall be allowed travelling allowance under section 4 for the journey actually performed air-cum-rail or the travelling allowance by air by the direct route, whichever is less:

Provided that where the air portion of the journey performed is less than half the total distance by the direct route, the travelling allowance by air shall be allowed for the distance actually travelled by air and for the remainder of the journey, travelling allowance by rail shall be allowed by working out the total rail mileage by the direct route from the starting point to the destination and reducing therefrom the rail mileage from the starting point upto the place a Member travelled by air.

^{3d}[(5) Where the journey by air is performed by, --

- i. a Member under section 4, section 5 or section 6C.
- ii. the spouse of the Member under section ^{3e}{6B}, or
- iii. an attendant of the Member under section 6D, the Member shall produce the counterfoil of air ticket of the journey so performed:

Provided that where the counterfoil is lost or has been misplaced, the Member shall produce a certificate from ^{3f}{concerned Airlines} for having performed the journey by air.]

MANNER IN WHICH FRACTIONS OF A DAY SHOULD BE DEALT WITH FOR THE PURPOSE OF DETERMINING THE DAILY ALLOWANCE ADMISSIBLE FOR THE DAY.

4. Daily allowance shall be admissible to a Member for each day of residence on duty irrespective of the time of arrival or departure.

^{3g}**4A.** Every Member shall be entitled to receive road mileage allowance at the rate of ^{3h}{rupees sixteen per kilometer} for the journey or any part thereof performed by road for the purpose of sub-clause (ii) of clause (c) of sub-section (1) of section 4 of the Act:

^{3c} Inserted by G.S.R. 539 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 31st August, 1998.

^{3d} Inserted by G.S.R. 769 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section (i),

dated the 1st October, 1983.

^{3e} Substituted by G.S.R. 702 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 26th October, 2004, effective from 7.6.2000.

^{3f} Substituted by G.S.R. 702 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 26th October, 2004.

Provided that in respect of journey from the usual place of residence in Delhi to the Delhi airport and vice-versa the minimum amount shall be Rs. 120].

ADMISSIBILITY OF TRAVELLING ALLOWANCE WHERE A MEMBER IS PROVIDED WITH FREE TRANSIT FOR THE WHOLE OR ANY PART OF A JOURNEY.

5. No travelling allowance under section 4 shall be claimed by a Member in respect of any journey or part thereof performed by him in a conveyance provided at the expense of the Government of India or a State Government or a local Fund but he shall be entitled to draw an allowance at the rate of Rs. 5.25 (Rupees five and paise twenty-five) only per diem, where the duration of such journey lasts for not less than six hours on any day:

Provided that the provisions of the rule shall not apply to a journey performed on any railway.

Note -- The amount of Rs. 5.25 is granted to the Member to cover his incidental expenses during such journeys or parts thereof, and is in lieu of the extra air or steamer fares or road mileage when he performs the journey by a conveyance supplied without charge. This allowance is not an alternative to the daily allowance of ⁴(two thousand rupees per diem) which is allowed to him for each day of residence on duty.

ADMISSIBILITY OF TRAVELLING ALLOWANCE WHERE THE PLACE FROM WHICH A MEMBER COMMENCES HIS JOURNEY OR TO WHICH HE RETURNS IS NOT HIS USUAL PLACE OF RESIDENCE

6. Where a Member performs a journey for the purpose of attending a session of a House of Parliament or a meeting of a Committee or for the purpose of attending to any other business connected with his duties as a Member from a place, other than his usual place of residence or returns to such place, he may draw travelling allowance for the actual journey performed or the journey from or to his usual place of residence whichever is less.

⁵[6A. Where during a Session of a House of Parliament or a sitting of a committee a Member performs a journey from the place where such session or sitting is held to any other place for

^{3g} Substituted by G.S.R. 572 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 25th August, 1993

^{3h} Substituted by G.S.R. 968 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 13th December, 2010

⁴ Substituted by G.S.R. 968 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 13th December, 2010.

⁵ Inserted by G.S.R. 1179, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

the purpose of attending to any business connected with his duties as a Member, he shall be entitled to receive—

- a. travelling allowance, in respect of such journey to such other place and for the return journey, at the rates specified in section 4, and
- b. daily allowance for each day during any period of residence on duty at the other place at the rate specified in section 3.]

⁶[* * * * *]

GENERAL RULES REGULATING THE PAYMENT OF DAILY AND TRAVELLING ALLOWANCES UNDER THE ACT

8. Every Member shall, as soon as possible after he is elected or nominated, declare his usual place of residence to the Controlling Officer, and any subsequent change in the usual place of residence so declared shall be notified to the Controlling Officer in Form 'A' as early as possible.

9. Notwithstanding that a Member has not taken his seat in a House of Parliament to which he is elected or nominated, he shall be entitled to receive travelling allowance for the journey performed by him for the purpose of taking his seat in the House.

10. (1) For absence for a period of 15 days or more during a session of a House of Parliament or a meeting of a Committee for visiting any place in India, no travelling or daily allowance will be admissible. The period of absence of a Member shall be reckoned in terms of days beginning and ending at midnight.

Explanation -- If a Member comes back on the 15th day, whether in the forenoon or in the afternoon, his absence shall be treated as being less than 15 days.

(2) The term 'during a session' or 'a sitting of a Committee' occurring in section 5 and sub-rule (1) of this rule does not include a period of three days immediately preceding the commencement of and three days immediately succeeding the end of the session or two days immediately preceding the commencement of the business and two days immediately succeeding the conclusion of the business of the Committee:

⁷[Provided that nothing in this rule shall apply to availing of ^{7a}(thirty four) single air journey during any year from any place in India to any other place in India in terms of the provision of sub-section (2) of section 5 of the Act].

(i), dated the 15th September, 1961.

⁶ Omitted by G.S.R. 573, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 19th April, 1971.

⁷ Inserted by G.S.R. 520 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 21st May, 1987.

12. If a Member leaves the place where a session of a House of Parliament or a sitting of a Committee is held before the commencement of the interval between the adjournment of the session or the sitting of a Committee sine die and the Commencement of another session or sitting, such interval not exceeding a period of seven days, his absence from that place shall be treated as intermediate absence during a session of a House or a sitting of a Committee, as the case may be and the provisions of section 5 shall apply accordingly.

13. Travelling allowance for a return journey to the usual place of residence shall be admissible to a Member who leaves the place of a session of a House of Parliament or a sitting of a Committee during the continuance of such session or sitting and returns to the place of the session or sitting after the conclusion of the business of the session or the sitting, as the case may be, before finally returning to his usual place of residence.

14. All cases regarding the admissibility of travelling allowance to a Member whom arrives at the place where a session of a House of Parliament or a sitting of a Committee is held, without knowledge of the postponement of the session or the Sitting, including cases of such Members as arrive after the session or the sitting is adjourned suddenly shall be determined by the Speaker of the House of the People or the Chairman of the Council of States, as the case may be, having regard to the circumstances of each case.

15. Where a Member is provided with free board and lodging at the expense of the Government of India or a State Government or a Local Fund, he shall be entitled to receive only one-half of the daily allowance admissible to him under section 3. If only board or lodging is allowed free to a Member, he shall be entitled to receive three-fourths of the daily allowances admissible to him under that section.

16. (1) Where a Member loses his ⁸[Identity Card-cum-Railway Pass or Spouse's Railway Pass] and a duplicate thereof is required to be issued to him, he shall make an application to the Speaker of the House of the People or the Chairman of the Council of States, as the case may be, explaining the circumstances under which the loss occurred and if the Speaker or the Chairman, as the case may be, is satisfied, a duplicate ⁹[Identity Card-cum-Railway Pass or Spouse's Railway Pass] shall be issued to the Member.

^{7a} Substituted by G.S.R. 745 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 12th December, 2006 effective from 15.9.2006.

^{7b} Rule 11 shall be omitted by G.S.R. 1280, published in the Gazette of India, Extraordinary, Part II, Section 3,

sub-section (i), dated the 31st October, 1960.

⁸ Substituted by G.S.R. 573, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 19th April, 1971.

⁹ Substituted by G.S.R. 573, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 19th April, 1971.

(2) ¹⁰[Where a Member/Spouse travels by rail without his (Identity Card-cum-Railway Pass /Spouse's Railway Pass) he shall be governed by the ordinary railway rules in regard to such travel.]

¹¹[**16A.** (1) Where a Member loses his Steamer Pass or the Spouse's Steamer Pass and a duplicate thereof is required to be issued to him, he shall make an application to the Speaker of the House of the People or the Chairman of the Council of States, as the case may be, explaining the circumstances under which the loss occurred and if the Speaker or the Chairman, as the case may be, is satisfied a duplicate Steamer Pass or the Spouse's Steamer Pass, shall be issued to the Member.

(2) Where a Member or his Spouse travels by steamer without the Steamer Pass, he shall be governed by the ordinary rules in regard to such travel.]

17. (1) Whenever a Member undertakes a journey by using the railway pass provided under section 6, he shall fill in a Member's Railway Journey Form as set out in Form 'B' before the commencement of the journey and hand over the form to the railway ticket-collecting stall on the termination of the journey at the detraining station. For this purpose, a booklet containing twenty-five machine-numbered copies of Form 'B' shall be supplied to each Member.

(2) Whenever a Member wants to reserve accommodation on the railway, he shall fill a form as set out in Form 'C'.

¹²[**17-A.** Whenever the spouse of a Member undertakes a journey by using the railway pass provided under ¹³[Section 6B], a railway journey form as set out in Form B-I shall be filled in by the Member before the commencement of the journey. The form so filled shall be handed over to the railway ticket-collecting staff on the termination of the journey at the detraining station. For this purpose, a booklet containing machine numbered copies of Form B-I to be used by the spouse of the Member, shall be supplied to a Member, on request].

¹⁰ Substituted by G.S.R. 573, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 19th April, 1971.

¹¹ Inserted by G.S.R. 243(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 10th May, 1973.

¹² Inserted by G.S.R. 573, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 19th April, 1971, effective from 21.8.1969.

¹³ Substituted by G.S.R. 243(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 10th May, 1973.

¹⁴[**17-B.** Whenever a person accompanies the Member, when he travels by rail, by using the railway pass provided under ¹⁵[Section 6B], a railway journey form as set out in Form B-II shall be filled in by the Member before the commencement of the journey. The form so filled shall be handed over to the railway ticket-collecting staff on the termination of the journey at the detraining station. For this purpose, a booklet containing twenty-five machine-numbered copies of Form B-II shall be supplied to each Member.]

¹⁶[**17-C.** Whenever a Member undertakes a journey by using the Steamer Pass provided under Section 6A, he shall fill in a Member's Steamer Journey Form as set out in Form B-III before the commencement of the journey and hand over the form to the Master of the Vessel on the completion of the voyage. For this purpose, a booklet containing twenty-five machine-numbered copies of Form B-III shall be supplied to the Member concerned.

17-D. Whenever the spouse of a Member undertakes a journey by using the Steamer Pass provided under section 6A, a Steamer Journey Form as set out in Form B-IV shall be filled in by the Member before the commencement of the journey. The form so filled shall be handed over to the Master of the Vessel on the completion of the voyage. For this purpose, a booklet containing twenty-five machine-numbered copies of Form B-IV to be used by the spouse of the Member, shall be supplied to the Member, on request.

17-E. Whenever a person accompanies a Member, when he travels by steamer by using the Steamer Pass provided under section 6-A, a Steamer Journey Form as set out in Form B-V shall be filled in by the Member before the commencement of the journey. The form so filled shall be handed over to the Master of the Vessel on the completion of the voyage. For this purpose, a booklet containing twenty-five machine-numbered copies of Form B-V shall be supplied to the Member.]

^{16a}[**17-F.**(1) A member who is so physically incapacitated as to require an attendant to accompany him by air shall, along with his application addressed to the Chairman of the Council of States or the Speaker of the House of the People, as the case may be, append therewith a certificate from a panel of doctors of Dr. Ram Manohar Lohia Hospital, New Delhi, certifying the nature of incapacity whether permanent or temporary.

¹⁴ Inserted by G.S.R. 1785, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 29th November, 1971.

¹⁵ Substituted by G.S.R. 243(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 10th May, 1973.

¹⁶ Inserted by G.S.R. 243(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 10th May, 1973.

^{16a} Inserted by G.S.R. 611(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 2nd November, 1979.

(2) If the nature of the incapacity is temporary, the period of such incapacity shall be specified and shall not initially exceed six months.

(3) If the Member feels that an attendant is required for travel by air along with him even after the period referred to in sub-rule (2), the Member shall appear again before the panel of doctors referred to in sub-rule(1) for obtaining a certificate to which the provisions of sub-rule (2) shall apply.]

¹⁷[**18.** (1) Travelling Allowance Bill for any return journey of the nature referred to in sub-section (1) of section 4 of the Act may be paid to a Member not more than seven days in advance of the date on which the journey is to be performed by him:

Provided that in case the Member does not subsequently perform the journey on such date, the amount of the travelling allowance taken in advance shall be refunded forthwith.

(2) A bill on account of daily allowance is payable only up to the date of the presentation of the bill.]

¹⁸[**18A.** Where the journey or any part thereof is performed by a casual steamer, the member may be allowed to draw an amount equal to one and three-fifths of the fare(without diet) for the highest class in the steamer for each such journey or part thereof. Where the journey or part thereof is performed by sea or river in a steam launch or in any vessel other than a steamer, mileage at the rate of ¹⁹(0.32 paise per kilometer) may be paid to the Member for each such journey or part thereof.]

^{19a}[**18B.** (1) Every Member shall, as soon as he is elected or nominated to either House of Parliament, lodge with the Secretariat of the concerned House of Parliament a nomination in Form 'E' stating the particulars of the nominee who shall in the event of such Member's death be entitled to receive the salary, additional facilities, allowances, travelling allowance, daily allowance, medical reimbursement claims and any other allowances and claims

¹⁷ Substituted by S.R.O. 342, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 24th January, 1958.

¹⁸ Inserted by G.S.R. 1286, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 24th November, 1959.

¹⁹ Substituted by G.S.R. 243(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 10th May, 1973.

^{19a} Inserted by G.S.R. 239(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 1st March, 1982.

whatsoever payable to such Member, under the provisions of the Act and the rules framed thereunder for the time being in force, and which remain unpaid to him at the time of his death.

(2) Every nominee under sub-rule (1) shall, before claiming payment, furnish a bond in Form 'F' to the Secretariat of the House to which the deceased Member was elected or nominated.]

FORM OF CERTIFICATES TO BE FURNISHED BY MEMBER FOR THE PURPOSE OF CLAIMING ALLOWANCES UNDER THE ACT

19. A Member who claims any travelling or other allowances under these rules shall support his claim by a Certificate in the following form, namely:-

²⁰**[I certify that the information given by me is true to the best of my knowledge. I have not claimed the TA/DA from any other official source for the period mentioned in this Bill.]**

²¹[* * * *]

23. (1) Whenever any Government dues, such as house rent, telephones dues, are reported to be outstanding against a Member and appropriate claims or bills in support thereof are received from the authority concerned, an amount equivalent to such dues shall be deducted from the next salary, or travelling and daily allowances bills to be prepared for and on behalf of the Member and the balance shall be paid to him.

(2) Ordinarily any non-Governmental dues outstanding against a Member shall not be recovered from his salary or allowances but where such dues are on account of certain services rendered to him in the course of his parliamentary duties such as, when he is on tour with a Parliamentary Committee and the arrangements for such services have been made by or at the instance of semi-Government institutions or private parties at the request of officers of the Lok Sabha or the Rajya Sabha Secretariat and where such Member in spite of repeated requests had failed to make payment of such dues, recovery thereof may be effected from the salary or travelling or daily allowance bills of such Member.

24. If any question arises as to the interpretation of these rules, the question shall be referred to the Joint Committee and its decision thereon shall be final.

[F-14-MSA/56]

²⁰ Substituted by G.S.R. 383(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 30th August, 1996.

²¹ Rules 20, 21 and 22 shall be omitted by G.S.R. 383 (E), published in the Gazette of India, Extraordinary, Part

II, Section 3, sub-section (i), dated the 30th August, 1996.

Form 'A'
[See Rule 8]

I have changed my usual place of residence from.....
.....to.....
with effect from.....due to

(Here state the reasons)

I may hence forward be allowed travelling allowances
from.....

(Signature).....

(Division No.).....

(Date).....

²²[Form 'B']
[See Rule 17 (1)]

No.

No.

Lok Sabha Secretariat
Rajya Sabha Secretariat

Lok Sabha Secretariat
Rajya Sabha Secretariat

**MEMBER'S RAILWAY
JOURNEY FORM**

**MEMBER'S RAILWAY
JOURNEY FORM**

BOOK FOIL

FOIL

I am travelling by class*.....

I am travelling by class*.....

From.....

From.....

Station to.....

Station to.....

Station via.....

Station via.....

²³and have commenced my journey
on.....

²³and have commenced my journey
on.....

accompanied/unaccompanied by one person
in first class.

accompanied/unaccompanied by one person
in first class.

My identity Card-cum-Railway
Pass No. is.....

My identity Card-cum-Railway
Pass No. is.....

Div. No.....

Div. No.....

Member, Lok Sabha
Rajya Sabha

Member, Lok Sabha
Rajya Sabha

*I/II/III AC III/Sleeper coach, etc.
[To be retained by Member]

*I/II/III AC III/Sleeper coach, etc.
[To be handed over to the Railway ticket
collecting staff on the termination of the
journey]

²² Substituted by G.S.R. 573, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 19th April, 1971, effective from the 21st August, 1969.

²³ Substituted by G.S.R. 1785, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 29th November, 1971.

²⁴[Form 'B-1']
[See Rule 17-A]

No.

Lok Sabha Secretariat
Rajya Sabha Secretariat

SPOUSES RAILWAY
JOURNEY FORM

BOOK FOIL

My wife/husband, Shrimati / Shri
.....is travelling
by.....*class from
.....(usual place of
residence) to Delhi/New Delhi & from
Delhi/New Delhi to
.....(usual
place of residence) via.....
commencing the journey on.....
in respect ofSession,
Lok Sabha/Rajya Sabha.
My Identity Card-cum-Railway Pass no.
is.....
My spouse's Railway Pass No.
is.....
Div. No.

Member, Lok Sabha
Rajya Sabha

[To be retained by Member and returned to
Lok Sabha/Rajya Sabha Secretariat]

*I/II/III AC III/Sleeper coach, etc.

No.

Lok Sabha Secretariat
Rajya Sabha Secretariat

SPOUSES RAILWAY
JOURNEY FORM

FOIL

My wife/husband, Shrimati / Shri
.....is travelling
by.....*class from
.....(usual place of
residence) to Delhi/New Delhi & from
Delhi/New Delhi to
.....(usual
place of residence) via.....
commencing the journey on.....
in respect ofSession,
Lok Sabha/Rajya Sabha.
My Identity Card-cum-Railway Pass no.
is.....
My spouse's Railway Pass No.
is.....
Div. No.

Member, Lok Sabha
Rajya Sabha

[To be handed over to the Railway ticket
collecting staff on the termination of the
journey]

*I/II/III AC III/Sleeper coach, etc.

²⁴ Inserted by G.S.R. 573, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 19th April, 1971 effective from the 21st August, 1969.

No.

No.....

Lok Sabha Secretariat
Rajya Sabha Secretariat

Lok Sabha Secretariat
Rajya Sabha Secretariat

**RAILWAY JOURNEY FORM FOR
THE USE OF ONE PERSON TO
ACCOMPANY THE MEMBER OF
PARLIAMENT**

**RAILWAY JOURNEY FORM FOR THE
USE OF ONE PERSON TO
ACCOMPANY THE MEMBER OF
PARLIAMENT**

BOOK FOIL

FOIL

Certified that Shri/Shrimati.....
.....who
is accompanying me has travelled
from.....
..... (Station) to
.....
(Station)..... in I class, via
.....
Commencing the Journey on
.....20.....

Certified that Shri/Shrimati.....
.....who
is accompanying me has travelled
from.....
..... (Station) to
.....
(Station)..... in I class, via
.....
Commencing the Journey on
.....20.....

My Identity Card-cum-Railway Pass
No. is.....

My Identity Card-cum-Railway Pass
No. is

Div. No.

Div. No.

Member, Lok Sabha
Rajya Sabha

Member, Lok Sabha
Rajya Sabha

[To be retained by Member and returned to
Lok Sabha/Rajya Sabha Secretariat after
use.]

[To be handed over to the Railway ticket
collecting staff on the termination of the
journey]

²⁵ Inserted by G.S.R. 1785, published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 29th November, 1971.

No.

Lok Sabha Secretariat
Rajya Sabha Secretariat

MEMBER'S STEAMER JOURNEY
FORM

BOOK FOIL

I am travelling by.....class
(without diet) from
.....(Port)
to (Port)
and have commenced my journey on.....
.....20.....
My Steamer Pass No. is

Div. No.

Member, Lok Sabha
Rajya Sabha

[To be retained by Member and returned to
Lok Sabha/Rajya Sabha Secretariat after use.]

No.....

Lok Sabha Secretariat
Rajya Sabha Secretariat

MEMBER'S STEAMER JOURNEY
FORM

FOIL

I am travelling by.....class
(without diet) from
.....(Port)
to (Port)
and have commenced my journey on.....
.....20.....
My Steamer Pass No. is

Div. No.

Member, Lok Sabha
Rajya Sabha

[To be handed over to the Master of the vessel
on the completion of the voyage.]

²⁶ Inserted by G.S.R. 243 (e), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 10th May, 1973.

No.

Lok Sabha Secretariat
Rajya Sabha Secretariat

SPOUSE'S STEAMER JOURNEY
FORM

BOOK FOIL

My wife/husband, Shrimati/Shri.....
.....is
travelling byclass (without diet)
from.....
(usual place of residence of Member/nearest
port in the mainland of India) to
.....(nearest port in the
mainland of India/ usual place of residence of
Member commencing the Journey on.....
in respect of.....Session.
My Steamer Pass No. is
My Spouse's Steamer Pass No. is

Div. No.

Member, Lok Sabha
Rajya Sabha

[To be retained by Member and returned to
Lok Sabha/Rajya Sabha Secretariat after use.]

No.....

Lok Sabha Secretariat
Rajya Sabha Secretariat

SPOUSE'S STEAMER JOURNEY
FORM

FOIL

My wife/husband, Shrimati/Shri.....
.....is
travelling byclass (without diet)
from.....
(usual place of residence of Member/nearest
port in the mainland of India) to
.....(nearest port in the
mainland of India/ usual place of residence of
Member commencing the Journey on.....
in respect of.....Session.
My Steamer Pass No. is
My Spouse's Steamer Pass No. is

Div. No.

Member, Lok Sabha
Rajya Sabha

[To be handed over to the Master of the vessel
on the completion of the voyage.]

²⁷ Inserted by G.S.R. 243 (E), published in the Gazette of India, Extraordinary, Part II,
Section 3, sub-section

(i), dated the 10th May, 1973.

No.

No.....

Lok Sabha Secretariat
Rajya Sabha Secretariat

Lok Sabha Secretariat
Rajya Sabha Secretariat

**STEAMER JOURNEY FORM FOR
THE USE OF ONE PERSON TO
ACCOMPANY THE MEMBER OF
PARLIAMENT**

**STEAMER JOURNEY FORM FOR
THE USE OF ONE PERSON TO
ACCOMPANY THE MEMBER OF
PARLIAMENT**

BOOK FOIL

FOIL

Certified that Shri/Shrimati.....
..... who
is accompanying me has travelled from
.....(Port)
to(Port) in
the lowest class (without diet) commencing
the Journey on20.....
My Steamer Pass No. is
Div. No.

Certified that Shri/Shrimati.....
..... who
is accompanying me has travelled from
.....(Port)
to(Port) in
the lowest class (without diet) commencing
the Journey on20.....
My Steamer Pass No. is
Div. No.

Member, Lok Sabha
Rajya Sabha

Member, Lok Sabha
Rajya Sabha

[To be retained by Member and returned to
Lok Sabha/Rajya Sabha Secretariat after
use.]

[To be handed over to the Master of the
Vessel on the completion of the voyage]

²⁸ Inserted by G.S.R. 243 (E), published in the Gazette of India, Extraordinary, Part II,
Section 3, sub-section

(i), dated the 10th May, 1973.

[Form 'C']
[See Rule 17 (2)]

LOK SABHA
RAJYA SABHA

To
The Station Superintendent/Master,
.....

Please reserve one -----class berth for my journey ex.....
to..... by train No.on.....

Signature.....

Lok Sabha
Member -----
Rajya Sabha

Identity Card-cum-Rly. Pass No.....
Division No.....
Address.....
.....
.....

²⁹ [Form 'D']

Departure and Return Journey Certificate

I certify that the information given by me is true to the best of my knowledge. I have not claimed the TA/DA from any other official source for the period mentioned in this Bill

Signature.....

Name.....

Member: Rajya Sabha/Lok Sabha.....

I.C. No.....

²⁹ Inserted by G.S.R. 383(E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 30th August, 1996.

***[FORM 'E']**
 [See Rule 18B (1)]
NOMINATION FORM
 (To be filled in duplicate)

I,..... Member of Lok Sabha/Rajya Sabha hereby nominate the person(s) mentioned below who is/are member(s) of my family and confer on him/them the right to receive Salary/**[Additional Facilities, Allowance/Travelling/Daily Allowance/Medical Reimbursement Claims and any other allowances and claims whatsoever which becomes due to me from the Lok Sabha/Rajya Sabha Secretariat and remain unpaid to me in the event of my death.

ORIGINAL NOMINEE			ALTERNATIVE NOMINEE		
Name and Address of nominee	Relationship with Member	Age	Name and address of nominee	Relationship with member	Age

Dated this day of..... 20..... at.....

Witness to signature:

1.....
 Name.....
 Address.....

2.....
 Name.....

Address.....

Signature of Member

Name.....
 Serial No.....

DIVISION NO.....

Note: The member is advised that it would be in the interest of his nominee of copies of the nominations and related notices and acknowledgements are kept in safe custody so that they may come into the possession of the beneficiaries in the event of his death.

 * Inserted by G.S.R. 239 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 1st March, 1982.

** Now Constituency Allowance.

*[FORM 'F']
[See Rule 18B (2)]

FORM OF BOND OF INDEMNITY FOR DRAWING ARREARS OF SALARY,
** ADDITIONAL FACILITIES ALLOWANCE, TRAVELLING AND DAILY
ALLOWANCES, MEDICAL REIMBURSEMENT CLAIM AND ANY OTHER
ALLOWANCES AND CLAIMS WHATSOEVER DUE TO A DECEASED
MEMBER OF LOK SABHA/RAJYA SABHA.

WHEREAS was at the time of his death a Member of Lok Sabha/Rajya Sabha (name of deceased) and there was due to him a sum of Rupees.....(for Salary, ** Additional Facilities Allowance, Travelling and Daily Allowances and Medical Reimbursement Claim in respect of his said office)

AND WHEREAS the above bounder.....
(name of claimants)

(Hereinafter called the Claimant) claims to be entitled to the said sum as heir/heirress of the said.....(Name of deceased)

but has not obtained letters of administration or of a succession certificate to the property and effects of the said(name of deceased) including the said sum of Rs.....Rupees.....

AND WHEREAS the claimant has satisfied the Lok Sabha/Rajya Sabha Secretariat that he/she is entitled to the aforesaid sum and that it would cause undue delay and hardship if the claimant were required to produce letters of administration or of a succession certificate to the property and effects of the said.....(name of deceased) including the said sum of Rs.....Rupees.....

AND WHEREAS the Lok Sabha/Rajya Sabha Secretariat desire to pay the sum of Rs.....Rupees..... to the claimant but require the claimant first to execute a bond with one surety/two sureties to indemnity and keep indemnified and harmless the Lok Sabha/Rajya Sabha Secretariat against all claims to the sum of Rs.....(Rupees.....) due as aforesaid to the said(name of deceased) before the said sum can be paid to the claimant.

KNOW ALL MEN by these presents that I.....
(Full name of claimant with place or residence) (State relationship to the deceased)and I/We(Full name of claimant) with sureties for him/her are held firmly bound to the President of India in the sum of Rs.....

* Inserted by G.S.R. 239 (E), published in the Gazette of India, Extraordinary, Part II, Section 3, sub-section

(i), dated the 1st March, 1982.

** Now Constituency Allowance.

.....Rupees..... to be paid to the President, FOR WHICH Payment to be well and truly made each of us jointly and severally binds himself and his heirs, executors, administrators and assigns firmly by these presents; PROVIDED that if after payment of the said sum of Rs.....Rupees.....has been made to the Claimant, the Claimant or the surety/sureties shall, in the event of a claim being made by any other person(s) against the Lok Sabha/Rajya Sabha Secretariat with respect of the aforesaid sum of Rs.....Rupees..... or any party thereof pay, or cause to be paid, the said sum or such party thereof as may be the subject of claim by third person(s) or shall otherwise indemnify and save the Lok Sabha/Rajya Sabha Secretariat harmless from all liability in respect of the aforesaid sum and all cost and expenses incurred in consequence of any such claim thereto THEN the above written bond or obligation shall be void BUT OTHERWISE the same shall remain in full force and virtue.

IN WITNESS WHEREOF WE

WITNESS (1).....(Claimant above named)

WITNESS (2).....(Surety above named)

WITNESS (3).....(Surety above named)

have hereunto set our hands thisday of.....20.....

[F.11/3/MSA/80]