



AKKAMAHADEVI WOMEN'S UNIVERSITY, VIJAYAPURA

Uniform Rules for the payment of TA/DA, Registration fees, remuneration, Local Conveyance and sitting charges with effect from date of approval of the Vice Chancellor

Recommendation of the Committee constituted for the purpose dated: 22-10-2018

Approval of the Finance Committee: Dated: 17/11/2018 Agenda No. 01

Approval of the Academic Council: Dated : 01-12-2018.

Approval of the Syndicate: Dated : 05-12-2018

Approval of the Vice Chancellor dated:

No	Particulars	TA	DA	Registration Fees	Remuneration	Local Conveyance	Sitting Fees
1	Paper presentation (State/National/International seminars/Conferences/workshops held in India)	Travel fare as per admissible rates (Tickets to be produced)	As Per KCSR rules	Full	-		---
2	Once in a year per teacher subject to availability of funds						
2	Paper presentation (International seminars/Conferences/workshops held outside India)	Travel fare as per admissible rates up to nearest airport in India	As Per Ministry of Finance, GOI norms	Full	----	-----	-----
3	Once in three years per teacher subject to availability of funds	Economic Class Air fare Actual travel fare from airport to the venue of conference/seminar in the country visited					
3	Chief Guests/Resource persons/ Invitees for seminars/conferences/ workshops etc (if sponsored through funding agencies)						

As Per Funding agency Norms

4	Chief Guests for national/International level seminars/ conferences/ workshops etc (If organized by the university)	Economy class air fare or SUV vehicle (including toll charges, if any)	Local Hospitality including boarding and lodging to be provided by the University	-----	Rs. 5000/-	-----	
5	Chief Guests for state level seminars/ conferences/ workshops etc (If organized by the university)	Travel fare as per admissible rates (Tickets to be produced) OR Rs. 3/- per KM(Max: 600 KM one way)	Local Hospitality including boarding and lodging to be provided by the University	-----	Rs. 3000/-	-----	
6	Resource persons for seminars/ conferences/ workshops etc (If organized by the university)	Travel fare as per admissible rates(Tickets to be produced) OR Sedon vehicle(including toll charges if any) OR Own vehicle @ Rs. 5.50/- per KM (to a maximum of 250 KM one way)	Local Hospitality including boarding and lodging to be provided by the University	-----	Rs. 2000/-	-	--
7	Special Lecturers to be delivered by experts in different Departments/Directorates/Cells etc	Rs. 3 per KM (to a maximum of 600 KMs one way) OR travel fare as per admissible rates (tickets to be produced)	Local Hospitality including boarding and lodging to be provided by the University	--	Rs.1000/- per Session and a Maximum of Rs.2000/- day	-	-

8	Invitees for Endowment Lectures	Travel fare as per admissible rates (tickets to be produced) OR Sedan vehicle OR own vehicle @ Rs. 5.50 per KM (to a maximum of 250 KM one way)	Local Hospitality including boarding and lodging to be provided by the University	-	Rs. 2000/- or as per Endowment MOU rates				Rs. 2000/-		
9	Chief Guests/Invitees to attend State/National Festivals <i>Kanhera Sports M J Gajapati</i>	Travel fare as per admissible rates (tickets to be produced) OR Sedan vehicle (including toll charges if any) OR own vehicle @ Rs. 5.50 per KM (to a maximum of 250 KM one way)	Local Hospitality including boarding and lodging to be provided by the University	-	Rs. 5000/-						
10	Chief Guests to deliver convocation address/or attend University Establishment Day ceremony/International Women's Day/ Chief Guests/ Invitees to attend Inter-collegiate Youth Festival/ Inter-Collegiate Athletic meet/ any functions organized by the University	Economy class air fare or SUV vehicle (including toll charges if any)	Local Hospitality including boarding and lodging to be provided by the University	-							
11	Honorary Doctorates to attend Convocation	Economy class air fare or SUV vehicle OR Own vehicle @ Rs. 5.50/- per KM (Max: 250 KM one way)	Local Hospitality including boarding and lodging to be provided by the University	-							

12	Members to attend meetings constituted for specific purposes	Rs.3/- Per KM (Max: 600 KM one way) OR Travel fare as per admissible rates (Tickets to be produced)	Local Hospitality including boarding and lodging to be provided by the University	External 1. Rs, 1000/- Internal Rs.500/
13	Teaching Faculty if deputed to attend university work	Rs.3/- Per KM (Max: 600 KM one way) OR Travel fare as per admissible rates (Tickets to be produced) Travel fare as per admissible rates (Tickets to be produced);	As per KCSR norms A maximum of Rs. 1500/- per day towards boarding and lodging for Associate Professor and Professor	- - Rs. 250/-
14	Statutory Officers if deputed to attend university work	Economy class Air fare or Travel fare as per admissible rates (Tickets to be produced)	Actual Expenditure A maximum of Rs. 1000/- per day towards boarding and lodging for Assistant Professor (Receipts to be produced)	- - Rs. 1500/- per day

15	Guest Faculty if deputed to attend university work	Rs. 2/- KM Actual Fare (Train Sleeper Class or Bus) - Actual tickets to be produced	As per KCSR norms A maximum of Rs. 700/- per day towards boarding and lodging (vouchers to be produced)	-	-	-	Rs. 200/-	-
16	Non-teaching staff if deputed to attend university work	Rs. 2/- Per Km Actual Fare (Train Sleeper Class or Bus) - Actual tickets to be produced	As Per KCSR norms A maximum of Rs. 700/- per day towards boarding and lodging (vouchers to be produced)	-	-	-	Rs. 200/-	-
17	Members, BOA	Rs. 14/- Per KM Or Air Fare(Tickets to be Produced)	Local Hospitality including boarding and lodging to be provided by the University	-	-	-	-	Rs. 3000/- per board
18	Chairperson/ Members AAA	Rs. 14/- Per KM Or Air Fare(Tickets Produces)	Local Hospitality including boarding and lodging to be	-	-	-	-	Rs. 5000/-

		provided by the University				External: Rs. 500/- Internal: Rs.350/-
19 Chairperson/Members Doctoral Committee	Travel fare as per admissible rates (Tickets to be produced) OR Own Vehicle (max: 250 KM) one way @Rs. 5.50 per KM OR Rs. 3 per KM (Max: 600 KM one way)	As per KCSR norms	--	-	-	External: Rs. 500/- Internal: Rs.350/-
20 Chairperson/Members BOS	Actual travel fare as per admissible rates (Tickets to be produced) OR Own Vehicle (max: 250 KM one way) @Rs. 5.50 per KM OR Rs. 3 per KM (Max: 600 KM one way)	As per KCSR norms	--	--	--	External: Rs. 500/- Internal: Rs.350/-
21 Members, Syndicate	Rs. 14/- Per KM	Local Hospitality including boarding and lodging to be provided by the University	--	--	--	External: Rs.2000/- Internal: Rs.1000/-
22 Members, Academic Council	Rs. 14/- Per KM	Local Hospitality including boarding and lodging to be provided by	--	--	--	External: Rs.2000/- Internal

				the University					Rs.1000/-
23	Members, Finance Committee	Rs. 14/- Per KM	Local Hospitality including boarding and lodging to be provided by the University	--	--	--	--	External: Rs.2000/- Internal: Rs.1000/-	
24	Syndicate Sub-Committees	Actually travel fare as per admissible rates OR Rs. 3/- per KM (Max: 600 KM one way) <i>FM 3)</i>	Local Hospitality including boarding and lodging to be provided by the University	--	--	--	--	External: Rs. 1000/- Internal: Rs.500/-	
25	Chairperson/Members LIC	Vehicle arrangements to be made by the University (Among Sedon cars)	A maximum of Rs. 1500 per member towards hospitality, including boarding and lodging (receipts to be produced)	--	--	--	--	Rs. 500/- per day	
26	Mandatory Study Tour conducted by Departments as part of curriculum (SC/ST Students only) within India only	Railway Sleeper class (with concession charges) wherever train connectivity is there or by bus fare	Rs. 200/- per day	--	--	--	--	--	

27	Mandatory Study Tour conducted by Departments as part of curriculum (Tour leaders only) within India only	Railway Sleeper class (with concession charges) wherever train connectivity is there Or by bus fare	Rs. 500/- per day for a maximum of 7 days inclusive of journey days	--	--	-	-	--
28	Study Tour conducted by SC/ST Cell (Students) within India only subject to availability of funds under SCP/TSP grants	Railway Sleeper class (with concession charges) wherever train connectivity is there Or by bus fare	Rs. 200/- per day for a maximum of 7 days inclusive of journey days	--	--	-	-	--
29	Study Tour conducted by SC/ST Cell (Tour leaders) within India only subject to availability of funds under SCP/TSP grants	Railway Sleeper class (with concession charges) wherever train connectivity is there Or by bus fare	As per KCSR rules	-	-	-	-	-
30	Paper presentation (International seminars/Conferences/workshops held outside India) under SCP/TSP grants subject to availability of funds Full – time Research Scholars: Once in the whole period of Ph D U G/PG students: Once during the course of study	Railway Sleeper class (with concession charges) wherever train connectivity is there Or by bus fare up to nearest airport in India Economic Class Air fare Actual travel fare from airport to the venue of conference/seminar in the country visited	As Per Ministry of Finance, GOI norms	Full	-	-	-	-
31	Paper presentation at State/national seminars/ Conferences/workshops held outside India) under SCP/TSP grants subject to availability of funds Full – time Research Scholars: Once in the whole period of Ph D	Railway Sleeper class (with concession charges) wherever train connectivity is there Or by bus fare	Rs. 200/- day	Full	-	-	-	-

	U G/PG students. Once during the course of study										External Rs. 1000/- Internal Rs. 500/-
32	Technical Tender Scrutiny Committee	Rs.3/- Per KM (Max: 600 KM one way) OR Travel fare as per admissible rates (Tickets to be produced)	Local Hospitality including boarding and lodging to be provided by the University	--	--	--	--	--	--		
33	Third Party Inspection / Technical Advisory Committee	Rs.3/- Per KM (Max: 600 KM one way) OR Travel fare as per admissible rates (Tickets to be produced)	Local Hospitality including boarding and lodging to be provided by the University	--	--	--	--	--	--		Rs. 2000/-
34	Technical Committee members for Youth festivals & athletic Meet	Vehicle arrangements to be made by the University	Local Hospitality including boarding and lodging to be provided by the Host Institution	--	--	--	--	--	--		Rs. 500/- day
35	Judges for Inter-collegiate Youth Festival	Rs. 3/- per KM (Max: 600 KM one way) OR Travel fare as per admissible rates (Tickets to be produced)	Local Hospitality including boarding and lodging to be provided by the Host Institution	-	-	-	-	-	-		Rs. 1000/- per event

36	Special Officers of P G Centers/ Extension Center to visit Jnanashakti campus on official visit with prior approval of the higher authorities	Actually travel fare as per admissible rates OR Own car @ Rs. 5.50 per KM (maximum of 250 KM one way)	KCSR Rules	-	-	-	-	-
37	Drivers (If on duty outside the Headquarters)	-	KCSR rules	-	-	-	-	O.T charges of Rs.500/- day (If works more than 7 hrs per day)
38	Examiners for Viva-voce	Sedon vehicle or own vehicle @ Rs.5.50/- per KM (Max: 250 KM one way) Or Travel fare as per admissible rates (Tickets to be produced)	KCSR rules	-	-	-	-	Rs.1000/- for conducting viva-voce

Note :

1. All existing orders pertaining to TA/DA/Sitting fees/Local Conveyance/Remuneration/Meeting organization allowance will cease to exist immediately after this will come in force
2. Following categories of cars are recognized by the University
SUV: Inova, Tata hexa, Maruti Suzuki vitarabrezza, Toyota fortuner, Mahindra xuv 500, Hyundai creta, Renault duster, Ford eco sport, Mahindra Bolero, Jeep compas , Mahindra scorpio, Renault captur, Tata safari strom, Hyundai Tucson, Nissan terrano, Ford endeavour, Mahindra Marutidzire, Hyundai verna, Honda city, Honda amaze, Honda city, Marutiaz, Tata tigor, Toyota etios, Toyota yaris, Skoda rapid, Ford aspire, Hyundai xcent, Hyundai elantra, Volkswagen vento, Skoda octiva, Volkswagen ameo, Tata zest, Toyota altis
Economy (class 1): Maruti swift, Marutibaleno, Hyundai elite i20, Marutiwagonr, Hyundai grand i10, Maruti alto 800, Maruticelerio, Volkswagen polo, Marutiignis, Hyundai eon, Duston go, Ford figo, Honda jazz, Fiat punto,
Economy (Class 2): Tata tiago, Nissan micra, Tata bolt, Tata Nano, Tata Indica
3. Approved rates for different categories of cars recognized by the university will be notified from time to time
4. Prior approval is required from higher Authority in case of Air Travel or use of rented cars (SUV, Sedan, Economy Class 1 and Economy Class 2) (Yellow board)/own car (white board) wherever it is required to be used but such travel facility is not allowed in normal conditions
5. Toll bills wherever applicable should be enclosed
6. For Syndicate and academic Council Members, rates mentioned against S. No. 21 and 22 are applicable if they attend other Committee meetings representing Syndicate or Academic Council
7. Meeting Organization Allowance not exceeding Rs. 1000/- is sanctioned to the Chairperson to conduct BOS and Doctoral Committee meetings. The same may be utilized for meeting expenses like Breakfast, Tea/Coffee, water bottles, Biscuits, Snacks, Food and other sundry items.
8. Lodging charges if any will be paid by the University directly to the Hotel identified by the University for the purpose from time to time. The University will identify the Hotels for different categories of people
9. For works Related to Examination orders will be issued separately from Registrar (Evaluation) and this order is not applicable to works related to Examination



Registrar
REGISTRAR

Akkamahadevi Women's University,
VIJAYAPURA-586108.

