

Guidelines to the Members of various Committees (EAC, FAC, Steering Committee, etc.) constituted by the Ministry of Environment, Forest And Climate Change for entitlement of TA/DA

Members including Chairman nominated for EAC, FAC, NBWL, etc can be divided into following 4 categories:

- (i) Institutional Members
- (ii) Experts serving in Organization/Institution/Body/funded by Central Government
- (iii) Retired Government Employees
- (iv) Other than the above three categories.

2. As per the guidelines issued from the Ministry of Finance and MoEF&CC, the entitlement i.e. TA, sitting See, Food Bills, etc. for the above 4 categories of EAC are as below:

a) Air Travel

(i) Entitlement

Sl. No.	Category	Entitlement
1.	Institutional Members (IISc, IITs, NITs, etc.)	Economy Class by Air
2.	Experts serving in Organization/ Institution/Body funded by Central Government (CEA, CWC, WII, etc.)	
3.	Retired Government Employee	Economy Class by Air
4.	Other than the above categories	The entitlement of T.A. shall be as admissible to a Central Government Officer drawing Grade pay of Rs. 6,600/- per month (6 th CPC) as per DoEs OM dated 23.09.2008, as amended from time to time. He/she is entitled to travel by economy Class by Air.

(iii) Booking of Air Tickets

1. Expert Members are required to get air tickets of Air India only, from authorized agencies namely, Balmer & Lawrie Limited, Ashoka Travels, IRCTC, Booking counter/website of Air India, failing which no reimbursement will be made.
2. If any Expert Member wants to book air tickets through MoEF&CC, he/she can inform well in advance to the Ministry's Protocol Officer Mr. N.S. Kauts (Tel: 24695332, Mobile: 9717595842) by providing details of

his/her travel plan to attend the EAC meeting or else, through the Member Secretary concerned.

3. If due to un-avoidable reasons, it is essential to take private airlines, prior concurrence of IFD, MoEF&CC, as per instructions contained in OM No. 2-11/2016-IFD dated 10th June, 2016, shall be taken by the concerned Member Secretary.

b) Travel by Train

(i) Entitlement

Sl. No.	Category	Entitlement										
1.	Institutional Members (IISc, IITs, NITs, etc.)	As per entitlement given below:										
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2.	Experts serving in Organization/ Institution/Body funded by Central Government (CEA, CWC, WII, etc.)	As per entitlement given below:										
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3.	Retired Government Employee	As per entitlement given below:										
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4.	Other than the above categories	The entitlement of T.A. shall be as admissible to a Central Government Officer drawing Grade pay of Rs. 6,600/- per month (6 th CPC) as per DoEs OM dated 23.09.2008, as amended from time to time. He/she is entitled to travel by AC-II by train.										

(ii) Booking of Train Tickets

1. As the Ministry does not book the train tickets, Expert Member is required to book train tickets on his/her own.

c) Sitting Fee

Vide Ministry of Finance, Department of Expenditure's O.M. No. 19047/102016-E-IV dated 12.04.2017, delegated powers to Ministries/Departments for payment of Sitting Fee in respect of Non-official member of various Committee, Panels, Board, etc. The same is tabulated in next page:

Sl. No.	Category	Entitlement
1.	Institutional Members (IISc, IITs, NITs, etc.)	Nil
2.	Experts serving in Organization/ Institution/Body funded by Central Government (CEA, CWC, WII, etc.)	Nil
3.	Retired Government Employee	Rs. 6,000/-
4.	Other than the above categories	Rs. 6,000/-

d) Food Bills

As per the O.M. No. 19030/1/2017-E.IV dated 10.07.2017, Ministry of Finance, the Department of Expenditure, the Daily Allowance entitlement as per the 7th Central Pay Commission is as follows:

Sl. No.	Category	Entitlement*												
1.	Institutional Members (IISc, IITs, NITs, etc.)	As per the entitlement given below: (In case he/she does not claim from his parent Organization, it can be reimbursed from MoEF&CC on submission of an undertaking) <table border="1"> <thead> <tr> <th>Level</th> <th>Reimbursement of</th> </tr> </thead> <tbody> <tr> <td>≥14</td> <td>Rs.1,200/- per day</td> </tr> <tr> <td>12 & 13</td> <td>Rs.1,000/- per day</td> </tr> <tr> <td>9-11</td> <td>Rs. 900/- per day</td> </tr> <tr> <td>6-8</td> <td>Rs. 800/- per day</td> </tr> <tr> <td>≤5</td> <td>Rs. 500/- per day</td> </tr> </tbody> </table>	Level	Reimbursement of	≥14	Rs.1,200/- per day	12 & 13	Rs.1,000/- per day	9-11	Rs. 900/- per day	6-8	Rs. 800/- per day	≤5	Rs. 500/- per day
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9-11	Rs. 900/- per day													
6-8	Rs. 800/- per day													
≤5	Rs. 500/- per day													
4.	Other than the above categories	The entitlement of T.A. shall be as admissible to a Central Government Officer drawing GP of Rs. 6,600/- per month (6 th CPC) vide DoEs OM dated 23.09.2008, as amended from time to time. He/she is entitled to receive Rs. 900/- per day.												

e) Local Taxi Charges

As per the O.M. No. 19030/1/2017-E.IV dated 10.07.2017, Ministry of Finance, the Department of Expenditure, the Daily Allowance entitlement as per the 7th Central Pay Commission is as follows:

Sl. No.	Category	Entitlement*	
1.	Institutional Members (IISc, IITs, NITs, etc.)	As per the entitlement given below: (In case he/she does not claim from his parent Organization, it can be reimbursed from MoEF&CC on submission of an undertaking)	
2.	Experts serving in Organization/ Institution/Body funded by Central Government (CEA, CWC, MoC, WII, etc.)		Level Reimbursement of
			≥14 AC taxi as per actual per day
			12 & 13 AC Taxi charges up to 50 km per day
			9-11 Non-AC taxi charges of up to Rs 338/- per day
			6-8 Non-AC taxi charges of up to Rs 225/- per day
	≤5 Non-AC taxi charges of up to Rs 113/- per day		
3.	Retired Government Employee	As per the entitlement given below: (In case he/she does not claim from his parent Organization, it can be reimbursed from MoEF&CC on submission of an undertaking)	
			Level Reimbursement of
			≥14 AC taxi as per actual per day
			12 & 13 AC Taxi charges up to 50 km per day
			9-11 Non-AC taxi charges of up to Rs 338/- per day
			6-8 Non-AC taxi charges of up to Rs 225/- per day
	≤5 Non-AC taxi charges of up to Rs 113/- per day		
4.	Other than the above categories	He/she is entitled for reimbursement of non-AC taxi charges of up to Rs. 338/- per day for travel within the city.	

f) Hotel Accommodations

As per the O.M. No. 19030/1/2017-E.IV dated 10.07.2017, Ministry of Finance, the Department of Expenditure, the Daily Allowance entitlement as per the 7th Central Pay Commission is as follows:

Sl. No.	Category	Entitlement	
1.	Institutional Members (IISc, IITs, NITs, etc.)	As per the entitlement given below: (In case he/she does not claim from his parent Organization, it can be reimbursed from MoEF&CC on submission of an undertaking)	
2.	Experts serving in Organization/ Institution/Body funded by Central Government (CEA, CWC, WII, etc.)		Level Reimbursement of
			≥14 Rs.7,500/- per day
			12 & 13 Rs.4,500/- per day
			9-11 Rs.2,250/- per day
			6-8 Rs. 750/- per day

		≤5	Rs. 450/- per day
3.	Retired Government Employee	As per the entitlement given below: (In case he/she does not claim from his parent Organization, it can be reimbursed from MoEF&CC on submission of an undertaking)	
		Level	Reimbursement of
		≥14	Rs.7,500/- per day
		12 & 13	Rs.4,500/- per day
		9-11	Rs.2,250/- per day
		6-8	Rs. 750/- per day
		≤5	Rs. 450/- per day
4.	Other than the above Categories	He/she is entitled for reimbursement for hotel accommodation/guest house of up to Rs.2,250/- per day.	