

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

NORMS FOR TA/DA TO STUDENTS FOR DOMESTIC AND INTERNATIONAL TRAVEL

(As approved by Board of Governors in its 13th meeting held on 14th March 2014)

Norms for Domestic Travel: TA/DA of students on domestic travel can be regulated by forming following two categories:

Category of Students	Entitlement
Ph.D and M.Tech Students	Equal to and as per the Govt. of India norms for TA/DA entitlement of entry level Group 'A' officials, i.e., Grade Pay of Rs.5400/- and 6600/-.
Other than Ph.D and M.Tech Students	Equal to and as per the Govt. of India norms for TA/DA entitlement of Group 'B' officials (i.e. Grade Pay of Rs.4200/-, 4600/- & 4800/-).

According to the above norms, the present entitlement is as follows (subject to submission of original tickets, boarding passes if applicable, and bills):

Category of Students	Travel by Air	Travel by Train	Travel by Road	Hostel/Hotel Charges per Day (Max)	Full Bill per Day (Max)
Ph.D and M.Tech Students	Economy Class by Air India	AC-II Tier	Ordinary Taxi, Auto/ AC Bus	Rs. 2250/-	Rs. 300/-
Other than Ph.D and M.Tech Students	Not Eligible	AC-II Tier/ AC Chair Car	Ordinary Taxi/ Auto rickshaw/ Any Public Bus incl. AC Bus	Rs. 750/-	Rs. 225/-

Note: The above mentioned entitlement is subject to maximum financial support approved by the Institute.

Norms for International Travel: All the students going on international tour/visit will be paid/reimbursed Air Fare in Economy Class, Expenditure incurred on Health Insurance, Visa Fee and Registration charges (if any) on actual expenditure basis. In addition, their DA (Daily Allowances) which includes local transportation and stay will be regulated as under:

Sl. No.	Country of Visit	DA without any voucher	DA on production of vouchers
1	US/ Canada/ Europe/ Japan/New Zealand/ Australia	USD 80 per day	(a) Upto US \$90 per day for stay and (b) Fixed US \$30 as OPE (out of pocket expenditure)
2	Countries other than mentioned as Sl. No. 1 above	USD 50 per day	(a) Upto US \$60 per day for stay and (b) Fixed US \$20 as OPE (out of pocket expenditure)

Note: The DA will be paid for the days of conference/seminar/lecture/event and one day each prefix and suffix to the conference.

Above norms do not necessarily mean that the Institute is committed to providing full funding. The Institute may set a lower limit for funding or provide partial financial support on a case to case basis.