



Ministry of Civil Service Affairs and Administrative Reforms

Library

01 November 2004

Ministry of Civil Service Affairs and Administrative Reforms
Circular Note No. 7 of 2004
E/28/4/01 V8

From: Senior Chief Executive, Ministry of Civil Service Affairs and Administrative Refo

To: Supervising Officers i/c Ministries/Departments
Island Chief Executive, Rodrigues
Heads of Parastatal and other Statutory Bodies and Local Authorities

Petrol and Travelling Allowances

Following the increase in the price of fuel, it has been decided that the petrol and travelling allowances be revised with effect from 01 October 2004 as follows:

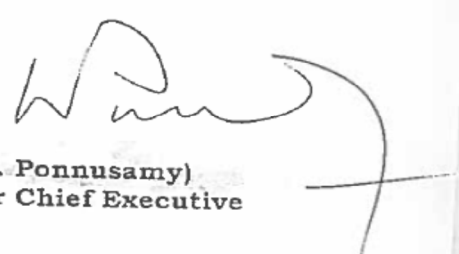
	Item	Revised Rates
1.	Petrol Allowance	
(a)	Officers drawing monthly <u>basic</u> salary of: Rs 70,000 and above Rs 54,000 and up to Rs 65,000 Rs 47,500 and up to Rs 52,000	Rs 9,515 Rs 6,840 Rs 5,470
(b)	Accounting Heads of Departments/Chief Executives drawing monthly <u>basic</u> salary of Rs 45,000 and who benefit from the exclusive use of a self-driven official vehicle.	Rs 4,100
2.	Travelling Allowance	
(a)	Travelling allowance for officers drawing monthly <u>basic</u> salary of Rs 42,500 or more but not qualifying for a chauffeur/self driven car and who benefit from 100% duty remission for the purchase of a car of up to 1850 c.c.	Rs 6,460 Or Rs 3.20/km together with car allowance of Rs 2,880 and an additional fixed cost allowance of Rs 2,000 a month

.../2

	Item	Revised Rates
(b)	Travelling Allowance for officers who have benefited from 100% duty remission Travelling allowance (car)	Rs 6,460 Or Rs 3.20/km together with car allowance of Rs 2,880
(c)	Travelling Allowance for officers drawing monthly <u>basic</u> salary between Rs 19,400 - 27,000 and entitled to Travel Grant but not eligible for 100% duty remission Travel grant	Rs 4,350 Or Rs 3.20/km together with car allowance of Rs 2,880 a month
(d)	Mileage Allowance (Car)	(i) Rs 6.80/km for first 800 km (ii) Rs 3.20/km for mileage over 800 km (iii) Rs 3.20/km for distance which is not considered as official travelling (from residence to office) on days on which officers are required to carry out field duties.
(e)	Mileage Allowance (Motorcycle)	(i) Rs 2.10/km (ii) Rs 1.40/km for distance not considered as official travelling (from residence to office) on days on which officers are required to carry out field duties.

	Item	Revised Rates
(f)	Mileage Allowance (Autocycle)	(i) Rs 1.65/km (ii) Rs 1.05/km for distance not considered as official travelling (from residence to office) on days on which officers are required to carry out field duties.
(g)	Commuted travelling allowance payable to Police Officers who use their autocycles/motocycles on official duties	Rs 290 monthly

2. It would be appreciated if the contents of this Circular Note could be brought to the attention of all those concerned.


(K. Ponnusamy)
Senior Chief Executive

Copy to:-
Secretary to Cabinet and Head of the Civil Service
Financial Secretary