

नेशनल सीड्स कॉर्पोरेशन लिमिटेड

(भारत सरकार का उपक्रम)

बीज भवन, पूसा कॉम्प्लेक्स

नई दिल्ली - 110 012

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दिनांक: 14 मई, 2026

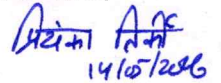
परिपत्र

विषय: राष्ट्रीय बीज निगम लिमिटेड के टीए/डीए नियमों की धाराओं में संशोधन के संबंध में।

इस कार्यालय के परिपत्र संख्या 128(1)/13-HR/NSC दिनांक 01.08.2019 का संदर्भ लेने का कष्ट करे, जिसके माध्यम से एनएससी के कर्मचारियों हेतु संशोधित टीए/डीए नियम अनुमोदित किए गए थे। यह अनुभव किया गया कि वर्तमान टीए/डीए नियमों के कुछ प्रावधानों में संशोधन की आवश्यकता है। तदनुसार, सक्षम प्राधिकारी द्वारा, अन्य बातों के साथ, लागू एनएससी टीए/डीए नियमों की कुछ धाराओं में संशोधन अनुमोदित किया गया है। अनुमोदित संशोधित धाराएं संलग्न हैं।

संशोधित प्रावधान इस परिपत्र के जारी होने की तिथि से तत्काल प्रभाव से लागू होंगे। पूर्व-संशोधित प्रावधानों के अंतर्गत पहले ही निपटाए जा चुके दावों को पुनः नहीं खोला जाएगा। अनुमोदित संशोधित टीए/डीए नियमों की धाराएं संदर्भ हेतु निगम की आधिकारिक वेबसाइट पर भी अपलोड की जा रही हैं।

सभी संबंधितों से अनुरोध है कि उपर्युक्त का संज्ञान लें एवं अनुपालन सुनिश्चित करें। इस परिपत्र की विषय-वस्तु को निगम के सभी अधिकारियों/कर्मचारियों के संज्ञान में लाया जाए।

  
14/05/2026

(प्रियंका स्टेला तिकी)

प्रबंधक (मानव संसाधन)

वितरण:-

1. सभी विभागाध्यक्ष, निगमित कार्यालय, एनएससी - इस अनुरोध के साथ कि वे इस परिपत्र की विषय-वस्तु को अपने अधीन कार्यरत अधिकारियों/कर्मचारियों के संज्ञान में लाएं।
2. सभी क्षेत्रीय प्रबंधक / फार्म प्रमुख, एनएससी - इस अनुरोध के साथ कि वे इस परिपत्र की विषय-वस्तु को अपने अधीन कार्यरत अधिकारियों/कर्मचारियों के संज्ञान में लाएं।
3. एजीएम (कृषि अभियांत्रिकी/आईटी), एनएससी, नई दिल्ली - एनएससी की वेबसाइट पर अपलोड करने हेतु।
4. कार्यालय निदेशक (वाणिज्य), एनएससी, नई दिल्ली को सादर-सूचनार्थ।
5. कार्यालय निदेशक (वित्त) एनएससी, नई दिल्ली को सादर-सूचनार्थ।
6. कार्यालय अध्यक्ष सह-प्रबंध निदेशक, एनएससी, नई दिल्ली को सादर-सूचनार्थ।
7. सूचना पट्ट।
8. गार्ड फाइल।

**No. 63(1)/2026-HR/NSC(e-182021)**  
**NATIONAL SEEDS CORPORATION LIMITED**  
(A GOVERNMENT OF INDIA UNDERTAKING)  
BEEJ BHAWAN, PUSA COMPLEX  
NEW DELHI- 110 012

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14<sup>th</sup> May, 2026

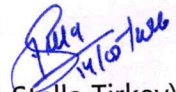
**CIRCULAR**

**Subject: - Modification in clauses in National Seeds Corporation Limited TA DA Rules.**

This is in continuation of this office Circular dated 01.08.2019 issued vide No. 128(1)/13-HR/NSC, whereby the revised TA/DA Rules for the employees of NSC were approved. It has been observed that certain provisions of the existing TA/DA Rules required modification. Accordingly, the Competent Authority has, inter alia, approved amendments to certain clauses of the applicable NSC TA/DA Rules. The approved revised clauses are enclosed herewith.

The revised provisions of the NSC TA/DA Rules shall come into force with immediate effect from the date of issuance of this Circular. Claims already settled under the pre-revised provisions shall not be reopened. The approved revised clauses of the TA/DA Rules are also being uploaded on the official website of the Corporation for information and reference.

All concerned are requested to take note of the above and ensure compliance. The contents of this Circular may be brought to the notice of all employees of the Corporation.

  
(Priyanka Stella Tirkey)  
Manager (HR)

**Distribution:-**

1. All the Head of Department, Corporate Office, NSC with the request to bring the contents of this circular to the Officers/employees working under them.
2. All the Regional Managers / Head of Farms, NSC with the request to bring the contents of this circular to the Officers/employees working under them.
3. The AGM (Agri. Engg./IT) , NSC, New Delhi for uploading on the website of NSC.
4. The Office of Director (Commercial), NSC, New Delhi for kind information.
5. The Office of Director (Finance), NSC, New Delhi for kind information.
6. The Office of CMD, NSC, New Delhi for kind information.
7. Notice Board.
8. Guard File.

**Modification of Clauses in TA / DA Rules of National Seeds Corporation**  
**in the year 2026**

The following clauses of existing TA/DA is hereby revised:-

| S.No. | Clause No.                      |
|-------|---------------------------------|
| 1.    | 2.3 (a) & (d) II                |
| 2.    | 3.1, 3.2 & 3.4 (a) & (b)        |
| 3.    | 4.2                             |
| 4.    | 10.2                            |
| 5.    | 23(a) & (c) and 23(1) addition. |

The detailed modification / revision of aforementioned Clauses is outlined as under:

**Clause no. 2.3:-** Travelling allowances is admissible for journey on tour/transfer by rail/air/steamer or road to the extend indicated below:-

**a. Entitlement**

| Level of Employees                                                                                 | Entitlement                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CMD                                                                                                | <b>Rail:</b> AC 1 <sup>st</sup> Class/Executive Chair Car<br><b>Air:</b> Executive/Business/ Club class/ Economy Class<br><b>Road:</b> Any type of Luxury Bus, Co's Car/AC Taxi (any type)- to be arranged by Corpn.<br><b>Sea /River Steamer:</b> Highest Class           |
| Functional Director                                                                                | <b>Director Rail:</b> AC 1 <sup>st</sup> Class/Executive Chair Car<br><b>Air:</b> Club class/ Economy Class<br><b>Road:</b> Any type of Luxury Bus, Co's Car/AC Taxi (any type) - to be arranged by Corpn.<br><b>Sea /River Steamer:</b> Highest Class                     |
| Employees in the pay scale of<br>Rs. 80,000 -2,20,000 & above<br>(E- 5 to E- 7)                    | <b>Rail:</b> AC 1 <sup>st</sup> Class/Executive Chair Car<br><b>Air:</b> Economy Class<br><b>Road:</b> AC/Luxury Bus, Co's Car/AC Taxi (standard type).<br><b>Sea /River Steamer:</b> Highest Class                                                                        |
| Employees in the pay scale of Rs. 30,000-<br>1,20,000 to Rs.70,000 - 2,00,000<br>(E-0 to E-4)      | <b>Rail:</b> AC 2 Tier/AC Chair Car<br><b>Road:</b> Deluxe AC Bus, Taxi (AC) (standard type).<br><b>Sea /River Steamer:</b> If there are two class only, the lower class<br>If there are three classes, the middle or second class                                         |
| Employees in the including pay scale of Rs.<br>17,000 – 60,000 to 26,500 - 92,000<br>(NS-3 to S-4) | <b>Rail:</b> AC 3 Tier/AC Chair Car<br><b>Road:</b> AC Bus, Taxi (AC) (standard type)<br><b>Sea /River Steamer:</b> If there are two classes only, the lower class.<br>If there are three classes, the middle or second class. If there are four classes, the third class. |
| Employees in the pay scale lower than Rs.<br>15,500-50000 to 16,500 – 56,000<br>(NS -0 to NS-2)    | <b>Rail:</b> Sleeper Class<br><b>Road:</b> Deluxe Non AC Bus, Auto-Rickshaw / Train<br><b>Sea /River Steamer:</b> If there are two classes only, the lower class.<br>If there are three classes, the middle or second class If there are four classes, the third class.    |

# Any of the aforementioned condition / restriction can be relaxed to any extent only after approval of CMD, NSC.

  
14/05/2024

**(d) Admissibility of TA-(In case of Road)**

(II) All employee on tour, performs journey by his own registered car (upto 300 km. one way), with the prior approval of competent authority i.e Regional Manager / Head of Farm for all the employees of RO / Farm and Head of Department in case of employees at HO and Functional Director for RMs, Head of Farm and HODs, will be paid for the road journey by the shortest route @ Rs 16/- per Km to E5 to E7 employees, Rs. 14/- per km to E0 to E4 employees and Rs. 12/- per km to all employees below the level of E0 along with over and above this additional expenses incurred on Toll booth and through Fast Tag (on production of receipt). However, for the stations connected by rail/bus, prior sanction to travel by own Car/Taxi by entitled officer, shall be issued with due discretion and with specific reference to exigencies of work by the concerned Competent Authority. The bills to be verified / forwarded by the Reporting Officers in the absence of documentary proof.

**Clause no. 3.0**

Local Conveyance at Touring station:-

**3.1** Employees on Tour will be allowed reimbursement of actual conveyance expenses incurred for journey from airport/Railways/ Bus station to Office/Guest House/ Hotel/Residence and vice – versa, as per their entitlement. For local journey at the touring station for official jobs, the employees will be entitled for reimbursement of conveyance charges depending upon classification of the touring city and financial ceiling as mentioned below:-

| Pay Scale/ Level of the Employee                                                             | Mode of Transport and maximum financial ceiling per day for classified/ other cities. |            |              |
|----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|------------|--------------|
|                                                                                              | 'X' Cities                                                                            | 'Y' Cities | Other Places |
| CMD/Functional Director                                                                      | Actual                                                                                | Actual     | Actual       |
| Employees in the pay scale of Rs. 80,000-2,20,000 and above. (E-5 to E- 7)                   | Official Vehicle or AC Taxi (Standard)                                                |            |              |
|                                                                                              | Rs 1500/-                                                                             | Rs 1000/-  | Rs 800/-     |
| Employees in the pay scale of Rs. 30,000 - 1,20,000 and to Rs.70,000 - 2,00,000 (E-0 to E-4) | AC Taxi (Standard)                                                                    |            |              |
|                                                                                              | Rs 1000/-                                                                             | Rs 800/-   | Rs 600/-     |
| Employees in the pay scale of Rs. 17,000-60,000 to 26,500 - 92,000 (NS-3 to S-4)             | AC Taxi (Standard)                                                                    |            |              |
|                                                                                              | Rs 800/-                                                                              | Rs 600/-   | Rs 400/-     |
| Employees in the pay scale of Rs. 15,500 – 50,000 to Rs. 16500 – 56000 (NS-0 to NS-2)        | Auto Rickshaw                                                                         |            |              |
|                                                                                              | Rs 600/-                                                                              | Rs 400/-   | Rs 300/-     |

The prescribed per day ceiling in respect of local travel while on tour, as mentioned above, will equally be applicable in the event an employee is allowed to travel by own vehicle.

**3.2: To be deleted from the Rules of TA/DA.**

**3.4 Travelling Allowances for local travel at the place of posting for official duty will be as under:-**

*[Signature]*  
14/05/2016

(a) No reimbursement for local journey within the precincts of Farm/Office and within a radius of 3 km (one side) of place of posting will be admissible, except in case of employees posted in Farms with the responsibility of Block and Chak In-Charge will be entitled for reimbursement of 20 liters fuel charges per month for field inspection by own two wheeler (registration should be on own name is mandatory) used for their respective chak and Block after maintaining proper daily log book and duly verified same by Farm Head. The price of fuel should be based on the price of IOCL as on 15<sup>th</sup> of Every month.

(b) If local journey for official purpose is beyond a radius of 2 Kms outside the precincts and premises of Farm/Office the admissible allowances for travelling with own registered vehicle is as under:

| Level of Employees                                                                       | Car (Four Wheeler)                                                                               | Bike / Scooter (Two Wheelers) |
|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-------------------------------|
| Employees in the pay scale of Rs. 80,000 - 2,20,000 & above (E- 5 to E- 7)               | Rs. 14 per kilometer                                                                             | Rs. 7 per kilometer           |
| Employees in the pay scale of Rs. 30,000- 1,20,000 to Rs.70,000 - 2,00,000 (E-0 to E-4)  | Rs. 12 per kilometer                                                                             | Rs. 6 per kilometer           |
| Employees in the including pay scale of 16,500 - 56,000 to 26,500 - 92,000 (NS-0 to S-4) | If employee travel by car, it will be reimbursed as per rate of bike i.e. Rs. 5/- per Kilometer. | Rs. 5 per kilometer           |

However, if any employee travels in bus/train/metro, actual fare will be reimbursed.

#### Clause 4.2

- b. The entitlement for the reimbursement of Daily allowances and lodging charges for stay in the hotel/guest house (subject to production of proper receipts / documentary evidence) would be as per rates given in **below**:

#### Rates of Daily Allowance & Lodging Charges (in Rs.)

| Level/Category of employees                                                      | D.A.                                                |                                                     | Ceiling amount of lodging charge per day (on production of receipts) |                                                                   |                                                                   |
|----------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------|
|                                                                                  | 'X' & 'Y' Class places state cities capitals        | Other Places                                        | Accommodation in X Class Cities                                      | Accommodation in Y Class Cities                                   | Accommodation in Other Places                                     |
| <b>CMD/Functional Director</b>                                                   | 2000 (or Actual, subject to production of Receipts) | 1500 (or Actual, subject to production of Receipts) | Lodging charges would be at actual on production of Cash receipts    | Lodging charges would be at actual on production of Cash receipts | Lodging charges would be at actual on production of Cash receipts |
| <b>Employees in the pay scale of Rs. 80000 – 220000 and above (E- 5 to E- 7)</b> | 1000/-                                              | 800/-                                               | 7000/-                                                               | 7000/-                                                            | 6000/-                                                            |

*[Signature]*  
14/07/2026

|                                                                                       |       |       |        |        |        |
|---------------------------------------------------------------------------------------|-------|-------|--------|--------|--------|
| Employees in the pay scale of Rs. 30000 – 120000 to Rs.70,000 - 2,00,000 (E-0 to E-4) | 800/- | 600/- | 5000/- | 5000/- | 4000/- |
| Employees in pay scale of Rs. 17000 – 60000 to 26,500 - 92,000 (NS-3 to S-4)          | 600/- | 500/- | 3500/- | 3500/- | 2000/- |
| Employees in pay scale of Rs. 15,500 – 50,000 to Rs. 16500 – 56000 (NS-0 to NS-2)     | 500/- | 400/- | 2500/- | 1500/- | 1000/- |

**Note :-** Logging charges mentioned above are exclusive of GST and all other taxes.

#### Clause 10.2:

**TA Journey to attend a departmental inquiry / court matter before Court of law in case of retired employee of NSC:**

10.2 TA / DA to retired employees of NSC for appearing before the inquiring authority / court of law will be allowed as per their entitlement at the time of their retirement. However, reimbursement of rail fare may be restricted to 3<sup>rd</sup> AC by the shortest route for below Board level employees and 2<sup>nd</sup> AC by the shortest route in case of Board Level employees

#### Clause 23.0 TRANSPORTATION OF PERSONAL EFFECTS:

(a) Employees are eligible for reimbursement for transportation of personal effect on transfer as under:-

| Sl. NO. | Grade                                                                                    | Personal Effects                                                        |                                                        |                                                        |
|---------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------|
|         |                                                                                          | By train/Steamer Maximum                                                | Rate Per Km for transport by road (Rs. per km.)        |                                                        |
|         |                                                                                          |                                                                         | X&Y cities*                                            | Z Class Cities*                                        |
| 1       | CMD/Functional Director                                                                  | 6000 kg. by goods train, or Four wheeler wagon, or one double container | <u>Rs. Ps.</u><br>30.00<br>(Rs. 0.005 per kg. Per km.) | <u>Rs. Ps.</u><br>18.00<br>(Rs. 0.003 per kg. Per km.) |
| 2       | Officers in the pay scale of Rs. 40,000 — 1,40,000 & 100000-260000 (E- 1 & E- 7) Group A | 6000 kg. by goods train, or Four wheeler wagon, or one double container | <u>Rs. Ps.</u><br>30.00<br>(Rs. 0.005 per kg. Per km.) | <u>Rs. Ps.</u><br>18.00<br>(Rs. 0.003 per kg. Per km.) |

*[Signature]*  
14/10/2016

|   |                                                                                                             |           |                                                        |                                                        |
|---|-------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------|--------------------------------------------------------|
| 3 | Employees in the including pay scale of <b>Rs. 26,500 – 92,000 and 30,000- 1,20,000 (S-4 to E0) Group B</b> | 5,000 kg. | <u>Rs. Ps.</u><br>25.00<br>(Rs. 0.005 per kg. Per km.) | <u>Rs. Ps.</u><br>14.00<br>(Rs. 0.003 per kg. Per km.) |
| 4 | Employees in the pay scale lower than <b>Rs. 26,500-92,000. (NS-3 to S-3) Group C</b>                       | 4,000 kg. | <u>Rs. Ps.</u><br>20.00<br>(Rs. 0.005 per kg. Per km.) | <u>Rs. Ps.</u><br>12.00<br>(Rs. 0.003 per kg. Per km.) |
| 5 | Employees in the pay scale lower than <b>Rs. 17000-60000. (NS —0 to NS-2) Group D.</b>                      | 3000 kg.  | <u>Rs. Ps.</u><br>10.00<br>(Rs. 0.005 per kg. Per km.) | <u>Rs. Ps.</u><br>08.00<br>(Rs. 0.003 per kg. Per km.) |

**Note: - Settlement of TTA Claims - In case personal effect transportation is claimed by Goods train.**

**(c) TTA Bills of employees on transfer/superannuation/death will be settled as under:**

- The reimbursement towards transportation of personal effects by road, on transfer from one Farm/Office to another will be allowed at twice the amount, as admissible if transported by goods train or the actual amount spent on transportation of personal effect, whichever is less. (Raising of false / inflated claims shall be treated as misconduct). The tariff rates of goods train may be taken from booklet provided by Railway Authorities under standard Parcel Services which are applicable at present i.e. latest rates. The rates under Standard Parcel Services shall be revised as and when these are revised by the Railway Authorities.
- The claim for transportation of car may be regularized by calculating the amount@ Rs.10 /- per km. by shortest route multiplied by the total distance or the actual expenses incurred, whichever is less.
- Similarly for conveyance of scooter/motor cycle the amount may be calculated by taking the weight as 150 kg and the rates may be taken from the booklet under standard parcel services.

**Note:- The Other clause of TA/DA Rules except above remained unchanged.**

**Clause 23 (1): Time period for submission of TA/DA, TTA and other bills:**

The employees must submit their TA/DA, TTA and any other Bills under this rule within a time period of 06 months (maximum) from the date of journey (both outside or local) for reimbursement after which no payment shall be made for the bills. However, CMD is empowered to approve release of any payment towards the TA/DA, TTA and any other bills even after the time period of 06 months considering complexities and reasons for not submitting the bills on time. In no case the bills under this rules can be considered after expiry of a year from the date of journey.

*[Signature]*  
14/05/2016