

## Daily Allowance Rates in West Bengal

Daily Allowance is a uniform allowance for each day of absence from headquarter only at a place beyond a radius of 8 km which is intended to cover the ordinary daily charges incurred by a Government employee in consequence of such absence while on tour. (Rule 55 of WBSR – II).

**(A) When the Govt. employee stays in Govt./ Public Sector Guest House, Dak Bungalows or makes his/ her own arrangement.**

Sl. No.	Pay Range	Ordinary Localities	Expensive Localities*
1	Rs. 16400/- and above	Rs. 135/-	Rs. 260/-
2	Rs. 8000/- and above but less than Rs. 16400/-	Rs. 120/-	Rs. 230/-
3	Rs. 6500/- and above but less than Rs. 8000/-	Rs. 105/-	Rs. 200/-
4	Rs. 4100/- and above but less than Rs. 6500/-	Rs. 90/-	Rs. 170/-
5	Below Rs. 4100/-	Rs. 55/-	Rs. 105/-

**(B) When the Govt. employee stays in a Hotel or other establishment providing board and/ or lodging at scheduled tariffs.**

Sl. No.	Pay Range	Ordinary Localities	Expensive Localities*
1	Rs. 16400/- and above	Rs. 335/-	Rs. 650/-
2	Rs. 8000/- and above but less than Rs. 16400/-	Rs. 225/-	Rs. 505/-
3	Rs. 6500/- and above but less than Rs. 8000/-	Rs. 200/-	Rs. 380/-
4	Rs. 4100/- and above but less than Rs. 6500/-	Rs. 130/-	Rs. 245/-
5	Below Rs. 4100/-	Rs. 65/-	Rs. 125/-

\* Expensive Localities is declared as Darjeeling District except Siliguri Sub-Division, Calcutta Municipal Corporation and Saltlake notifies area.

**Daily Allowance for Continuous Halt:**

<b>Sl. No.</b>	<b>No. of Days</b>	<b>Admissibility</b>
1	First 60 days	Full Daily Allowances
2	Beyond 60 days up to 180 days	Half Daily Allowances
3	Beyond 180 days	Nil.

### **Regulation of Daily Allowance as per Rule 71A of WBSR – II**

For absence from headquarter for less than 24 hours is admissible at the following rates:

<b>Sl. No.</b>		<b>Admissibility</b>
1	Absence not exceeding 6 hours	Nil.
2	Absence exceeding 6 hours but not exceeding 12 hours	70% of normal rate
3	Absence exceeding 12 hours	Full Daily Allowance

### **Local Journey as in Rule 71B of WBSR – II**

A journey to temporary duty point beyond 8 km but less than 20 km is considered as local journey. For local journey the rates of Daily Allowances will be as follows:

<b>Sl. No.</b>	<b>Hours of Absence</b>	<b>Admissibility</b>
1	Absence not exceeding 6 hours	Nil.
2	Absence exceeding 6 hours but not exceeding 12 hours	35% of normal rate
3	Absence exceeding 12 hours	50% of normal rate

**Reference:** [No. 4730-F, dated 25.05.99](#)