

## **COMMONLY NOTED OBSERVATIONS ON T-WARRANTS**

*T-Warrant section is responsible for the post audit of IAF-1752, Single warrant, IAF-1707 Party warrants, IAF-1709 A Form D and IAF 1707 A MCN received from the 16 Railway Zones.*

*After receiving T-Warrants from Accounts Section of PCDA(O) Post Audit is carried out by T-Warrants section of this office as prescribed in Rule 383 and 384 of OM Part –IX, which is mentioned below:-*

- I. The Concession Voucher/Form –D/Warrant is duly signed by the officer who is authorized to issue it vide Appx X TR 1991 Edn.*
- II. The correct authority is quoted on the warrants for the conveyance of the officer, his/her family, baggage etc.*
- III. Full details of the members are correctly filled in the warrant and that it is complete in all respects.*
- IV. The amount, rates charged by the railway are correct.*
- V. Warrants are not issued to any unauthorized person/s.*
- VI. If the warrant is for leave journeys, the correct Rule under which the warrant has been issued is noted on the warrant.*
- VII. If a warrant is issued under Rule 177(A) TR 2014 Edn., the officer is entitled to LTC under that Rule and that the warrant is issued to home town/SPR (in case of Field posting) only. If the station is other than home town (Rule 177B), it will be seen that this facility has been availed of only by the officer and not any other member of the family and that no extra expenditure is caused to the State.*
- VIII. Where the baggage is conveyed by passenger train, the quantity so conveyed does not exceed the cost of transportation of personal effects by goods train at public tariff rates.*
- IX. The warrants are also checked with system to see whether he has availed the concession in that particular year.*

**The following irregularities have been noticed while auditing the IAFT-1752 (Single warrant), IAFT -1707 (Party warrants), IAFT-1709 A (Form D) and IAFT 1707 A (MCN) received from the 16 Railway Zones issued to Army officers.**

1. The CDA A/C No/IC No. & Name do not match, please fill the correct details to whom the Free warrant/Form-D/Concession Voucher is issued.
2. The Free warrants/Form-Ds/Concession vouchers have not been signed by the officer authorized to issue the same.
3. Authority /Specific Para in TR under which Free warrants/Form-Ds/Concession vouchers have been issued not mentioned.
4. Particulars viz names of the places traveled/class of accommodation adopted has not been shown
5. The Free warrant/Form-D/Concession voucher has been issued to the parents under 177(B) TR.
6. More than one Free warrant/Form-D/Concession voucher has been issued for the same journey under Rule 177(A)/177(B) TR in one & same calendar year.
7. More than 6 Form-D have been issued to the officer in the calendar year.
8. The officer has traveled in a class higher than the entitlement.
9. Officer and family member have availed LTC under different authority in one & same calendar year.
10. Officer and family member have visited different place under 177(A)/177(B) in same calendar year.
11. The Free warrant/Form-D/Concession voucher has been issued to officer after retirement.
12. TR 56 & 91 pertains to the Permanent duty/Temp duty, which cannot be used in issue of Free warrant/Form-D/Concession voucher.
13. Rule 176TR is to decide mode of travel & Class of accommodation & not for any duty/work.
14. **Number of warrants/Form-Ds have been received quoting the incorrect TR Authority i.e.**
  - **TR-70** - Service personnel Grade II, III & IV including non Combatant (Enrolled) and Boys.
  - **TR-72** - Conveyance for the Families of Service personnel Grade II, III & IV when joining for the first time.

- **TR-73** - Conveyance to the Families of Service personnel when separated from the head of the family.
  - **TR-74** - Conveyance to the Families of Service personnel of Grade II, III & IV when ordered to vacate Married Accommodation.
  - **TR-183** - Concession voucher to service personnel below officer rank.
  - **TR-184** is applicable for LTC to JCOs.
  - **TR-185** is applicable for conveyance to soldiers, Sailors, Airman, and NCs (E) when proceeding on medical leave.
  - **TR-189** is applicable for LTC to civilians employed in Coys ASC (civil GT).
15. TR Rule 182 is for reduced fare for only MNS Officers (Form-G).
16. The BLANKS TRs are not authorized to use for issuing free warrant/Form-D/Concession voucher.
17. In case of issued warrants /Form-D/Concession Voucher to dependent parents & minor brothers/sisters Dependency certificate is mandatory.
18. Use of warrant for LTC as well as claim for air fare concurrently in the same calendar year.
19. Rule TR-181 is used for Form-D only, not for Free warrant/Concession voucher.
20. The officer has used more than one Free warrant/Form-D/Concession voucher and he has booked more than one warrant on one & same day by different trains.
21. The officer has used more than one free warrant/Form-D/Concession voucher for one and the same journey continuously.
22. Cancellation of ticket without getting the acknowledgment from Chief Commercial Manger (Refund). Army Officers should submit acknowledgement from Chief Commercial Manager(Refund) to PCDA(O) Pune office and not cancelled tickets/Ticket Deposit Receipts (TDRs)

**Guidelines in respect of issue as well as uses of warrants /Form-D for army officers.**

- ❖ **TR -67** is applicable for the move on the permanent Duty.
- ❖ **TR -119** is applicable for the move on the Temporary Duty.
- ❖ **TR -124** is applicable for the conveyance to individuals attending examination and courses of instructions.
- ❖ **TR -153** is applicable for the conveyance for journeys to obtain Medical certificate.
- ❖ **TR -154** is applicable for the conveyance for journeys to obtain Medical Advice.
- ❖ **TR- 157** is applicable for the conveyance for service personnel including MNS when proceeding on orders of competent medical authority to another station to consult or receive the treatment and when returning there from.

- ❖ **TR -158** is applicable for the conveyance of attendants.
- ❖ **TR-177A** is applicable for LTC to home town and back only.
- ❖ **TR-177B** is applicable for officer, his wife and dependent children under LTC to anywhere in India.
- ❖ **TR-177C** is applicable for officer under LTC to Home Town/SPR and back in case of Field posting.
- ❖ **TR-181** is applicable for Form-D (i.e. reduced fare certificate for service officer 60% liable to be paid by the officer & 40% paid by the Govt.).
- ❖ **The officer has not used more than six one way journey Form-D during calendar year in terms of Rule TR-181.**
- ❖ **TR-182** is applicable for Form-G (i.e. reduced fare certificate for MNS officer and Civilian sister 50% liable to be paid by the officer & 50% paid by the Govt.).

**FLOW CHART OF ACTIVITIES FOR CANCELLATION OF TICKET**

**(AUTHORITY: PARA 21 TO 23 OF SAO 7/S/84)**

