

Wing Circular No. 03

Dated : 03/02/2022

To

The SAO/AO/AAO
 All Sections – T Wing

Sub: Declaration of Time Bar and it's regularization for waival by Competent Authority stipulated Time Lines for Submission of TA/DA and LTC claims - Acceptance thereof. Accordance of Time bar sanction & Waival by Competent Authority for audit, acceptance and payment.

Ref: Tech Section Letter No. Tech/0532/Vol XXI dated 27/01/2022 and Tech Circular No. 04/2022 and 06/2022 dated 24/01/2022

Please refer to Tech Section circular No. 04/2022 and 06/2022 dated 24/01/2022 regarding Declaration of Time Bar and its regularization for waival by Competent Authority stipulated time Lines for Submission of Time Barred LTC and TA/DA claims respectively and acceptance thereof.

I. Competent Authority for Waving of LTC Time Bar claims and giving Ex-Post Facto approval.

Sr	Type of Claim	Time Line	Authority
1	LTC (If advance is drawn /taken by an Army Officer)	> 01 month to 12 months from the date of completion of return journey	Head of Office (HOO) / Controlling Officer (CO)
2	LTC (If advance is not drawn / taken by an Army Officer)	> 03 month to 12 months from the date of completion of return journey	Head of Office (HOO) / Controlling Officer (CO)
3	LTC	> One year i.e. 12 months to <= 6 years i.e. 72 Months	Army commander / GOC- in-C / Command
4		> 06 Years	AG

ii. Special Instruction for Condonation & Waival

For all LTC claims relating to the Army Medical Division & Army Medical fraternity.	DGAFMS
For all LTC claims relating to the Tri Services Educational / Army Institutions & Academy except NDC, New Delhi.	Major General / Jt. Seceratery DMA / MoD, New delhi.
For NCC Directorate Officers	DG NCC
For other Army Educational Institutions / Institutes except Tri Services including NDC	Army Cdr, ARTRAC, Shimla

NB: All LTC claims beyond One (1) month, if advances drawn & not submitted & all LTC claims without advances drawn beyond three (3) months will be rated as Time Barred, warranting the approval Ex-Post Facto of the Competent Authority as mentioned in Para 1 above.

ii. Competent Authority for Waving of Time Bar claims (TA /DA) so that it gets admitted in audit and payment can be done to the Officer concerned viz:

Sr	Description/ Nature of Personal claim	Time Limit (Normal<= 12 months)	Authority for waiver
1	TA/DA claims viz: TA/DA on Tour / Ty Duty Move/ Permanent Duty Move / TA/DA on Training	>02 month to <= 12 months	Head of Office(HOO)/ Controlling Officer(CO/ OC Troops)
2		>1 year to <=6 years	GOC-in-C/ Army Cdrs of respective HQrs.
3		>6 years. Full Powers	QMG
4	TA/DA on Retirement / Superannuation/ Release from Service.	>02 month to <= 12 months	Head of Office(HOO)/ Controlling Officer(CO/ OC Troops)
5		>1 year to <=6 years	GOC-in-C/ Army Cdrs of respective HQrs.
6		>6 years. Full Powers	QMG

(Controlling Officer: Head of Office <=Under Secretary to Govt of India)

Army Commander: Head of Dept.

Special Instructions:

1. Tri-Services: Army Educational Institutions and Institutes:

Here, it is stated that all Cat 'A' and Cat 'B' institutions coming under the ambit of Govt of India O M N. PC-1(16)/2017/D(Pay/Services)/Pt II dated 28/11/2019 will warrant the ex-post Facto approval of MG/JS, Dept of Military Affairs, South Block, New Delhi to accept and pass for payment in audit of all time bar claims of Army Officers except the cases related to NDC, New Delhi which will need the exclusive approval of Jt Secretary (Trg) and CEO, South Block, New Delhi for its admittance for payment if it is time barred and beyond 2 months in each case .

2. Medical Services: DGAMFS – Full Powers.

3. NCC: DG NCC – Full Powers.

4. Misc: for COVID19 related cases: Army Cdr, ARTRAC approval.

5. ARTRAC: All other cases except for Tri Services educational institute and institutions.

Note: Powers exercised by Head of Office (HOO) / Controlling Officer (CO) will be on the basis of delegation of power by the Head of the Department (HoD) and the delegation should be conveyed to the audit authorities insisting before hand with their seal and signature.

6. Since the matter has already been referred to CGDA, HQrs Office, New Delhi, the competent authority i.e. PCDA, has directed to follow the above mentioned guidelines for regulating TA/DA strictly as an interim arrangement as per the rules, till receipt of further directives/guidelines from the CGDA, HQrs Office, New Delhi. These may please be treated as an interim order and arrangement to avoid the subjectivity, ambiguity and standardized of the successful culmination, finalization of these TA/DA claims. It will reduce large grievances of Army Officers.

It may please be noted that any deviation or divergence in audit while regulating such TA/DA and LTC Time barred claims away from the prescribed method / procedure as devised in the Tech Circulars ibid will be viewed seriously by the competent Authority i.e. PCDA (O), Pune and appropriate disciplinary action will be initiated for the default/ lapse and non compliance. The contents of this circular may please be got noted by all concerned for ensuring their immediate strict compliance and action.

The following table in xlsx format can be accessed at the share folder location - Share/T07/ SAO/ Competent Authorities.xlsx. All the staff and officers in your sections may be directed to look-up this table while auditing claims related to time-barred to know the appropriate competent Authority for waiver of Time Barred.

Competent Authorities for waiving of Time bar in r/o TADA/Pmt Duty/Retirement journey claims

<u>Sno.</u>	<u>Description</u>	<u>Cases of Delay</u>	<u>Competent Authority</u>	<u>Docus required.</u>
1	All Army Officers except Officers working in Tri Service Edn Institutes, Medical Officers, Working in NCC Estt, All Trg Estt other than Tri Service Orgn	Beyond 60 Days upto one year	HOO/ CO or OC of the unit	1. Time bar Sanction of OC/CO of Unit/HOO. 2. Letter of Delegation by GOC-in-C duly authorising the HOO/CO of the unit for the purpose of providing Time Bar Sanction
		Above One year upto 6 years	GOC- in-C of respective Commands	1. Time bar sanction by GOC-in-C. (sanction of Army Cdr can be conveyed by the officer lower rank to the Army Cdr)
		More than 6 years	QMG	1. Time bar sanction by QMG. (sanction of QMG can be conveyed by the officer lower rank to the QMG)
2	Tri Service Edn Institutes	All Cases beyond 60 days	MG/Jt Sect, DMA, South Block, New Delhi	1. Time bar sanction by MG/Jt Secy, DMA. (sanction of MG/Jt Secy, DMA can be conveyed by the officer lower rank to the MG/Jt Secy, DMA)
3	Medical Officers	All Cases beyond 60 days	DGAFMS	1. Time bar sanction by DGAFMS. (sanction of DGAFMS can be conveyed by the officer lower rank to the DGAFMS)
4	NCC Officers	All Cases beyond 60 days	DGNCC	1. Time bar sanction by DGNCC. (sanction of DGNCC can be conveyed by the officer lower rank to the DGNCC)
5	Officers in Trg Estt other than Triservice Edn Inst	All Cases beyond 60 days	GOC in C ARTRAC	1. Time bar sanction by GOC-in-C, ARTRAC. (sanction of Army Cdr, ARTRAC can be conveyed by the officer lower rank to the Army Cdr, ARTRAC)
6	Officers of NDC, New Delhi	All Cases beyond 60 days	Jt Secy/CEO Dept of Defence, MoD NEW Delhi	1. Time bar sanction by Jt Secy/CEO Dept of Defence, MoD NEW Delhi

7	All Retired Officers except Officers retired in Tri Service Edn Institutes, Medical Officers, Working in NCC Estt, All Trg Estt other than Tri Service orgn	Beyond 6 months and upto one year	HOO/ CO or OC of the unit	1. Time bar Sanction of OC/CO of Unit/HOO . 2. Letter of Delegation by GOC-in-C duly authorising the HOO/CO of the unit for the purpose of providing Time Bar Sanction
		Above One year upto 6 years	GOC- in-C of respective Commands	1. Time bar Sanction of OC/CO of Unit/HOO . 2. Letter of Delegation by GOC-in-C duly authorising the HOO/CO of the unit for the purpose of providing Time Bar Sanction
		More than 6 years	QMG	1. Time bar sanction by QMG. (sanction of QMG can be conveyed by the officer lower rank to the QMG)
8	Officers Retired in Tri Service Edn Institutes	All Cases beyond 60 days	MG/Jt Sect, DMA, South Block, New Delhi	1. Time bar sanction by MG/Jt Secy, DMA. (sanction of MG/Jt Secy, DMA can be conveyed by the officer lower rank to the MG/Jt Secy, DMA)
9	Retired Medical Officers	All Cases beyond 60 days	DGAFMS	1. Time bar sanction by DGAFMS. (sanction of DGAFMS can be conveyed by the officer lower rank to the DGAFMS)
10	Officers retired from NCC Units	All Cases beyond 60 days	DGNCC	1. Time bar sanction by DGNCC. (sanction of DGNCC can be conveyed by the officer lower rank to the DGNCC)
11	Officers Retired in Trg Estt other than Triservice Edn Inst	All Cases beyond 60 days	GOC in C ARTRAC	1. Time bar sanction by GOC-in-C, ARTRAC. (sanction of Army Cdr, ARTRAC can be conveyed by the officer lower rank to the Army Cdr, ARTRAC)
12	Officers of NDC, New Delhi	All Cases beyond 60 days	Jt Secy/CEO Dept of Defence, MoD NEW Delhi	1. Time bar sanction by Jt Secy/CEO Dept of Defence, MoD NEW Delhi.

Competent Authorities for waiving of Time bar in r/o LTC claims

<u>Sno.</u>	<u>Description</u>	<u>Cases of Delay</u>	<u>Competent Authority</u>	<u>Docus required.</u>
1	All Army Officers except Officers working in Tri Service Edn Institutes, Medical Officers, Working in NCC Estt, All Trg Estt other than Tri	Beyond 30 days (If adv drawn)/3 months (if adv not drawn) upto one year	HOO/ CO or OC of the unit	1. Time bar Sanction of OC/CO of Unit/HOO .
		Above One year upto 6 years	GOC- in-C of respective Commands	1. Time bar sanction by GOC-in-C. (sanction of Army Cdr can be

	Service Orgn,			conveyed by the officer lower rank to the Army Cdr)
		More than 6 years	AG	1. Time bar sanction by AG. (sanction of AG can be conveyed by the officer lower rank to the AG)
2	Officers in Tri Service Edn Institutes	All Cases Beyond 30 days (If adv drawn)/3 months (if adv not drawn)	MG/Jt Sect, DMA, South Block, New Delhi	1. Time bar sanction by MG/Jt Secy, DMA. (sanction of MG/Jt Secy, DMA can be conveyed by the officer lower rank to the MG/Jt Secy, DMA)
3	Medical Officers	All Cases Beyond 30 days (If adv drawn)/3 months (if adv not drawn)	DGAFMS	1. Time bar sanction by DGAFMS. (sanction of DGAFMS can be conveyed by the officer lower rank to the DGAFMS)
4	Officer working in NCC Units	All Cases Beyond 30 days (If adv drawn)/3 months (if adv not drawn)	DGNCC	1. Time bar sanction by DGNCC. (sanction of DGNCC can be conveyed by the officer lower rank to the DGNCC)
5	Officers in Trg Estt other than Tri service Edn Inst	All Cases Beyond 30 days (If adv drawn)/3 months (if adv not drawn)	GOC in C ARTRAC	1. Time bar sanction by GOC-in-C, ARTRAC. (sanction of Army Cdr, ARTRAC can be conveyed by the officer lower rank to the Army Cdr, ARTRAC)
6	Officers of NDC, New Delhi	All Cases Beyond 30 days (If adv drawn)/3 months (if adv not drawn)	Jt Secy/CEA Dept of Defence, MoD NEW Delhi	1. Time bar sanction by Jt Secy/CEA Dept of Defence, MoD NEW Delhi

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Seena Thomas, IDAS, ACDA
Wing Officer (T)