

**National Institute of Science Communication and Policy Research  
Dr. K.S. Krishnan Marg, New Delhi-110012**

No. 8(37)/Misc./2021

Dated : 25.05.2022


**OFFICE MEMORANDUM**

In pursuance of the recommendation of the Lab Strategic Group (LSG) and the minutes of a sub Committee constituted for the same, the Director, CSIR-NIScPR has been pleased to frame the guidelines of TA/DA, entitlements and related expenditure in r/o Project Fellows/Associates/ Ph.D Scholars etc. of NIScPR, who go to outstations places for project related works.

These entitlements are as follows:-

- a) Train entitlements : AC 2 Tier/CC and AC Bus (other than AC Taxi).
- b) Stay entitlements : Hotel accommodation/guest house charges of upto Rs.750/- per day.
- c) Local Travel : Reimbursement of non-AC taxi charges of upto 225/- per day for travel within the city.
- d) Food Bills : Reimbursement of food bills not exceeding Rs. 800/- per day.

However, Director, CSIR-NIScPR may relax their travel entitlement in case of any exigency.

  
(Manish Mehta)  
Section Officer

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