

No.Q/PB-II/6617/59/2024

Government of India  
Ministry of External Affairs  
(PB-II Section)

New Delhi, the 04<sup>th</sup> September, 2024

**The Head of Chancery,  
Consulate General of India,  
Hambantota.**

Subject: Transfer of Sh. Ravi Kumar, Steno, at headquarters to the Consulate General of India, Hambantota vice Sh. Ashok Kumar Sharma, PPS.

Sir,

I am directed to convey the sanction of the President to the transfer of **Sh. Ravi Kumar, Steno, at headquarters to the Consulate General of India, Hambantota vice Sh. Ashok Kumar Sharma, PPS.**

2. Transfer travelling allowance, joining time, preparation and travel time, transfer grant, transit pay and allowances in connection with the officer's transfer to your Mission will be governed by the relevant provisions of the IFS(PCA) Rules, 1961 as made applicable to officers of the IFS(B).

3. The officer should submit his/her TA claim within 120 days of his/her arrival at the station of posting abroad. Failure to comply with the above requirement will entail not only forfeiture of the claim but also recovery of the entire TA advance from his pay bill or any other dues in one installment. If due to unforeseen circumstances the TA claim cannot be submitted within the prescribed period of 120 days, he should intimate the position stating the full facts and details of the claim to Administration well in advance for consideration.

4. The expenditure involved will be debitable as under:-

(a) Composite Transfer grant, Outfit Allowance to be paid to the officer is debitable to the budget grant of their Ministry under the Head "Demand No. 029 MEA-Major Head "2052" Sectt. General Services -00.090 Sectt.(Minor Head)-02-MEA-01.12-Foreign Travel Expenses.

(b) Expenditure on air passage and transportation of baggage is debitable to the budget grant of this Ministry under the Head "Demand No.029-MEA-Major Head "2052" Sectt. General Services-00.90 Sectt.(Minor Head) -02-MEA-01.12-Foreign T.E.

(c) Joining time pay, transit pay and leave salary etc. will be debitable to the existing budget provisions of your Mission under the appropriate Head and should be met within the sanctioned budget grant.

5. **Availability of accommodation for the officer may be conveyed to us.**

Yours faithfully,



**(Kunal Kaushal)  
Administrative Officer (PB-II)**

**Copy to:-**

1. The Chief Controller of Accounts, MEA, New Delhi.
2. **Sh. Ravi Kumar, Steno to OSD(IOR)**, MEA, New Delhi. (i)The Officer is requested to contact PB-II Section in connection with the completion of various departure formalities immediately after receiving of this order.(ii) It is the sole responsibility of the officer to obtain necessary visas and other travel documents before proceeding abroad.
3. PB-PR/Cash-I/III/BOS/VCR/Housing/PV-II/TG/SEB/PB-II/TNM section.