F.No.A-26017/57/2018-Ad.IIA
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise & Customs

North Block, New Delhi
Dated the 15th March, 2018

To

All Pr. Chief Commissioners/ Chief Commissioners of GST & Central Excise/ Customs/ Directors General under CBEC.

Subject: Implementation of the recommendations of Seventh Central Pay Commission – Subsuming Cash Handling Allowance and Treasury Allowance and revision of rates.

Sir,

I am directed to say that DoP&T has vide OM No. 4/6/2017-Estt.Pay.II dated 05.03.2018 (copy enclosed) informed that Cash Handling Allowance and Treasury Allowance have been subsumed in ‘Cash Handling and Treasury Allowance’. DoP&T has also enclosed a draft OM for ‘Cash Handling and Treasury Allowance’ and requested for comments on the proposed draft OM for enabling DoP&T to issue final orders on Cash Handling and Treasury Allowance.

2. You are requested to furnish your comments on the said proposed draft OM to the Board by 19.03.2018 positively.

Yours faithfully,

Encl: As above.

Under Secretary to the Government of India
Tele: 011-23095528

Copy to:-

1. D.G. of System & Data Management – for uploading on the website of CBEC.
OFFICE MEMORANDUM

Subject: Implementation of the recommendations of Seventh Central Pay Commission – Subsuming Cash Handling Allowance and Treasury Allowance and revision of rates.

The undersigned is directed to say that consequent upon the decision taken by the Government on the recommendations of the Seventh Central Pay Commission vide Department of Expenditure’s Resolution No.11-1/2016-1C dated 06.07.2017, Cash Handling Allowance and Treasury Allowance have been subsumed in ‘Cash Handling and Treasury Allowance’.

2. This Department intends to issue an OM conveying the same to All Ministries and Departments of Government of India. At present, the rates of the Cash Handling Allowances are being governed by this Department’s OM No.631/86-Estt(Pay.II) dated 29.09.1986 read interalia with OM No.4/5/97-Estt(Pay.II) dated 05.05.1998 and OM no.4/6/2008-Estt (Pay-II) dated 01.10.2008.

3. Aforesaid orders of Cash Handling Allowance were not applicable to cashiers governed by separate orders, e.g., cashiers in Railways, D/o Posts and Customs and Central Excise. However, it has been decided to issue a common OM on Cash Handling Allowance and Treasury Allowance which will be also applicable on employees of Railways, Posts and Central Board of Excise and Customs.

4. Therefore, it is requested to furnish the comments on the proposed draft OM for enabling this Department to issue final orders on Cash Handling Allowance and Treasury Allowance.

Encl:A/a

To

(i) Secretary
Department of Post
Ashoka Road, Sansad Marg, New Delhi -110001

(ii) Chairman, Railway Board
Ministry of Railways
Rail Bhawan, Raisina Road, New Delhi-110001

(iii) Secretary, Department of Revenue
( Central Board of Excise and Customs)
Ministry of Finance, North Block, New Delhi-110001

Under Secretary to the Government of India
Telephone No: 011-23040489

Rajeev Bahree
[Signature]

Ch(c)/M(A)

Date: 03.03.2018

[Signature]
OFFICE MEMORANDUM

Implementation of the recommendations of Seventh Central Pay Commission - Subsuming Cash Handling Allowance and revision of rates.

Consequent upon the decision taken by the Government on the recommendations of the Seventh Central Pay Commission vide Department of Expenditure’s Resolution No.11-I/2016-IC dated 06.07.2017, Cash Handling Allowance and Treasury Allowance have been subsumed in ‘Cash Handling and Treasury Allowance’. The President is now pleased to decide that Cash Handling and Treasury Allowance shall be admissible to Central Government employees at the following rates subject to conditions mentioned in subsequent paras :-

<table>
<thead>
<tr>
<th>Amount of average monthly Cash handled</th>
<th>Revised rates of Cash Handling and Treasury Allowance</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;= 5 lakh</td>
<td>700</td>
</tr>
<tr>
<td>Over 5 lakh</td>
<td>1000</td>
</tr>
</tbody>
</table>

2. The powers to grant Cash Handling and Treasury Allowance remain delegated to the Ministries and Head of Departments who, at their discretion, may appoint Junior Secretariat Assistants/ Senior Secretariat Assistants/ Assistant Section Officers/ officials holding substantive post up to level 7 of Pay Matrix, to perform the duties of Cashiers. The grant of Cash Handling and Treasury Allowance shall be subject to the following conditions :-

(i) The amount of Cash Handling and Treasury Allowance to be granted will depend on the average amount of monthly Cash disbursed, excluding payment by cheques/drafts/ECS/online payments/other modes where cash handling in physical form is not involved.

(ii) The Ministry or Head of the Department concerned should certify, on the basis of the previous financial year’s average, the amount of Cash disbursed and sanction the rate of Cash Handling and Treasury Allowance appropriate to that quantum. The average amount of Cash disbursed should be arrived at by taking the total amount shown as disbursed in the Cash Book reduced by the items disbursed in the form of cheques/R.T.Rs/Drafts/ECS/online payments/other modes where cash handling in physical form is not involved, etc.

(iii) The Cash Handling and Treasury Allowance granted to the official should be reviewed every financial year.
(iv) Every official, who is appointed to work as Cashier, unless he is exempted by the competent authority, should furnish security in accordance with the provisions contained from Rule 306 (1) to 306 (4) in Chapter 12 of the General Financial Rules, 2017 as amended from time to time.

(v) The Cash Handling and Treasury Allowance is to be granted from the date of issue of order of appointment as Cashier or from the date of furnishing security, whichever is later.

(vi) Not more than one official should be allowed the Cash Handling and Treasury Allowance in an office/Department.

(vii) Sanction in each case should invariably be issued in the name of the person who is appointed to do the Cash work and for whom the Cash Handling and Treasury Allowance is sanctioned.

(viii) In cases of Cashier appointed as direct recruitment/promotion to such a post in terms of provision of RRs, no Cash Handling and Treasury Allowance will be admissible. Further, where there are sufficient number of Cashiers in various Grades to constitute a viable cadre in a Deptt./Organisation, then the post of Cashiers would not carry any Cash Handling and Treasury Allowance.

(ix) The Cash Handling and Treasury Allowance will not be admissible to Senior Secretariat Assistants cum Cashiers as Cash Handling is part and parcel of the duties of this post.

3. In the case of a newly created office, where it is not possible to observe all the conditions quoted above, Ministries and Heads of Departments may themselves grant Cash Handling and Treasury Allowance to cashiers during the first year of existence on the basis of the estimated average monthly cash disbursements. The other conditions quoted in para (2) above will, however apply.

4. Any relaxation of the above terms and conditions will require the prior concurrence of the Department of Personnel & Training.

5. These orders shall be effective from 01.07.2017.

6. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders are being issued after consultation with the Comptroller and Auditor General of India.

(Rajeev Bahree)
Under Secretary to the Government of India
Telephone No.: 011-23040489

To

All Ministries/Departments of the Government of India as per standard list.