



स./ No. 5-1(17)/2008-PD

दिनांक/Dated: 08/05/2015

प्रेषक / From:

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To :

The Directors / Heads of all
National Labs./Instts. of CSIR
Hqrs./Complex/Centres/Units

विषय / Sub : Leave Travel Concession (LTC) entitlements of unmarried Government servants- Conversion of Home Town LTC facility into travel to different parts of the country permissible under the special dispensation scheme- Clarification-regarding.

महोदय/Sir,

मुझे भारत सरकार के कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय के कार्मिक और प्रशिक्षण विभाग द्वारा उपरोक्त विषय पर दिनांक 21 अप्रैल, 2015 को जारी किए गए कार्यालय ज्ञापन संख्या 31011/1/2013-Estt (A.IV) को जानकारी, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने का निदेश हुआ है।

I am directed to forward herewith Ministry of Personnel, Public Grievances & Pensions, Department of Personnel and Training OM No. 31011/1/2013-Estt (A.IV) dated 21st April, 2015 on the above subject for information, guidance and compliance.

भवदीय/Yours faithfully

Vinod Kumar

(विनोद कुमार / Vinod Kumar)

अवर सचिव (नीति) / US(PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) Head, IT Division with the request to make this OM available on the website & Policy Repository.
- 2) कार्यालय प्रति/Office copy

F. No. 31011/1/2013-Estt (A.IV)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
Establishment A-IV Desk

North Block, New Delhi-110 001
Dated April 21, 2015

OFFICE MEMORANDUM

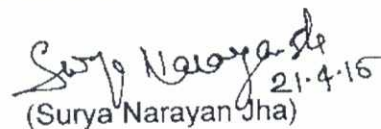
Subject:- **Leave Travel Concession (LTC) entitlements of unmarried Government servants - Conversion of Home Town LTC facility into travel to different parts of the country permissible under the special dispensation scheme - Clarification - regarding.**

In relaxation to the Central Civil Services (Leave Travel Concession) Rules, 1988, special dispensation is allowed to the Government servants from time to time. Presently, one such dispensation in operation is the relaxation to the Government servants to travel by air to visit North-East Region or to Jammu & Kashmir or to the Andaman & Nicobar Islands by converting one block of Home Town LTC available to them.

2. Vide this Department's Office Memorandum No. 31011/17/85-Estt.(A) dated 03.04.1986, unmarried Central Government employees, who have left their wholly dependent parents/sisters/minor brothers at their home town are allowed the benefit of LTC to visit their home town every year. This concession is in lieu of all other LTC facilities admissible to the Government servant himself and to his/her parents/sisters/minor brothers.

3. This Department is in receipt of references seeking clarification on the admissibility of conversion of Home Town LTC facility into travel to different parts of the country, which is permissible under special dispensation, to such unmarried Government servants.

4. The matter has been examined in consultation with Ministry of Finance. It has been decided that the facility of conversion of Home Town LTC to allow travel to different parts of the country, under the special dispensation scheme, will also apply to an unmarried Central Government servant, who is eligible to avail the benefit of LTC to visit Home Town every year. This facility may be availed by converting one occasion of Home Town LTC out of the four Home Town LTC occasions available in a block of four years.


(Surya Narayan Jha)

Under Secretary to the Government of India
Tele: 2304 0341

To

The Secretaries
All Ministries / Departments of Government of India.
(As per the standard list)

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1. Comptroller & Auditor General of India, New Delhi.

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From pre-page:

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7. Lok Sabha/ Rajya Sabha Secretariat.
8. All Officers and Sections in the Ministry of Personnel, Public Grievances & Pensions
9. All Attached and Subordinate Offices of Ministry of Personnel, P.G. & Pensions.
10. NIC, DoP&T with the request to upload this O.M. on Department's web site (OMs/Orders Establishment LTC Rules)