



सां/No. : 5-1(33)/2008-PD

दिनांक/Dated: 03.11.2020

प्रेषक / From : संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में / To : सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान
The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

महोदय/Sir / महोदया/Madam,

मुझे भारत सरकार द्वारा जारी किए गए निम्नलिखित कार्यालय ज्ञापन को आपकी जानकारी, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने का निदेश हुआ है:

I am directed to forward herewith the following Office Memorandum issued by the Government of India for your information, guidance and compliance:

क्रम सं. Sl. No.	कार्यालय ज्ञापन सं/ . Office Memorandum No.	विषय/ Subject
1.	भारत सरकार, कर्मिक, लोक शिकायत तथा पेंशन मंत्रालय, कर्मिक और प्रशिक्षण विभाग का कार्यालय ज्ञापन सं० 31011/3/2018-Estt.(A-IV) दिनांक 08.10.2020 Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training Office Memorandum No. 31011/3/2018-Estt.(A-IV) dated 08.10.2020	Central Civil Services (Leave Travel Concession) Rules, 1988 – Relaxation to travel by air to visit North East Region, Union Territory of Jammu & Kashmir, Union Territory of Ladakh and Andaman & Nicobar Islands – extension beyond 25.09.2020.

भवदीय/Yours faithfully

(बी. के. सिंह / B. K. Singh)

उप सचिव (नीति प्रभाग)/DS (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- आई.टी. प्रभाग प्रमुख वेबसाइट और पॉलिसी रिपॉजिटरी पर इस परिपत्र को उपलब्ध कराने के अनुरोध के साथ/
Head, IT Division with the request to make this circular letter available on the website & Policy Repository.
- कार्यालय प्रति/Office copy.

No. 31011/3/2018-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: October 8, 2020

OFFICE MEMORANDUM

Subject:- **Central Civil Services (Leave Travel Concession) Rules, 1988 — Relaxation to travel by air to visit North East Region, Union Territory of Jammu & Kashmir, Union Territory of Ladakh and Andaman & Nicobar Islands—extension beyond 25.09.2020.**

The undersigned is directed to refer to this Department's O.M. No. 31011/3/2018-Estt.A-IV dated 20.09.2018 regarding relaxation to travel by air to visit North East Region, Jammu & Kashmir and Andaman & Nicobar and to say that in relaxation to CCS (LTC) Rules, 1988, the scheme allowing Government servants to travel by air to North East Region (NER), Union Territory of Jammu and Kashmir (J&K), Union Territory of Ladakh and Union Territory of Andaman & Nicobar Islands (A&N) is extended for a further period of two years, w.e.f. 26th September, 2020 till 25th September, 2022 as under:

- (i) LTC for visiting NER, J&K, Ladakh and A&N in lieu of a Home Town LTC.
- (ii) Facility of air journey to non-entitled Government servants for visiting NER, J&K, Ladakh and A&N.
- (iii) Permission to undertake journey to J&K, Ladakh, NER and A&N by private airlines.

2. The above special dispensation is subject to the following terms & conditions:

- (i) All eligible Government servants may avail LTC to visit any place in NER/ A&N/ J&K/ Ladakh against the conversion of their one Home Town LTC in a four year block.
- (ii) Government servants, whose Home Town and Headquarters/ place of posting is the same, are not allowed the conversion.
- (iii) Fresh Recruits are allowed conversion of one of the three Home Town LTCs in a block of four years, applicable to them to visit NER/ A&N/ J&K/ Ladakh. They are also allowed one additional conversion of Home Town LTC to visit UT of J&K/ UT of Ladakh in a block of four years.
- (iv) Government servants entitled to travel by air may avail this concession from their Headquarters in their entitled class of air by any airlines subject to the maximum fare limit of LTC-80.
- (v) Government servants not entitled to travel by air are allowed to travel by air in Economy class by any airlines subject to the maximum fare limit of LTC-80 in the following sectors:

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From pre-page:

- (a) Between Kolkata/Guwahati and any place in NER.
- (b) Between Kolkata/Chennai/Visakhapatnam and Port Blair.
- (c) Between Delhi/Amritsar and any place in J&K/Ladakh.

Journey for these non-entitled employees from their Headquarters up to Kolkata/ Guwahati/ Chennai/ Visakhapatnam/ Delhi/ Amritsar shall be undertaken as per their entitlement.

- (vi) Air travel by Government employees to NER, J&K, Ladakh and A&N as mentioned in para (iv) and (v) above is allowed whether they avail the concession against Anywhere in India LTC or in lieu of the Home Town LTC, as permitted.
- (vii) As regards the settlement of LTC cases where a non-entitled Government employee travels directly by air from his Headquarters to the destination in NER/ J&K/ Ladakh/ A&N, the clarification issued vide DoPT's O.M. No. 31011/3/2018- Estt.A-IV dated 20.06.2019 may also be referred to.
- (viii) Air tickets are to be purchased directly from the airlines (Booking counters, website of airlines) or by utilizing the service of Authorized Travel Agents viz. 'M/s Balmer Lawrie & Company', 'M/s Ashok Travels & Tours' and 'IRCTC' [to the extent IRCTC is authorized as per DoPT's O.M. No. 31011/6/2002- Estt.(A) dated 02.12.2009] while undertaking LTC journey. Booking of tickets through other agencies is not permitted and no request for relaxation of rules for booking the tickets through such agencies shall be considered by this Department.

3. Efforts should be made by the Government servants to book air tickets at the cheapest fare possible. All the Ministries/ Departments are advised to bring it to the notice of all their employees that any misuse of LTC will be viewed seriously and the employees will be liable for appropriate action under the rules. In order to keep a check on any kind of misuse of LTC, Ministries/ Departments are advised to randomly get some of the air tickets submitted by the officials verified from the airlines concerned with regard to the actual cost of air travel vis-a-vis the cost indicated on the air tickets submitted by the officials.

4. In their application to the persons belonging to Indian Audit and Accounts Department, these orders are issued under Article 148(5) of the Constitution and after consultation with the Comptroller & Auditor General of India.


(Surya Narayan Jha)

Under Secretary to the Government of India

To

The Secretaries

All Ministries/ Departments of the Government of India

(As per the standard list)

contd...3/-

From pre-page:

Copy to:

1. Comptroller & Auditor General of India, New Delhi.
2. Union Public Service Commission, New Delhi.
3. Central Vigilance Commission, New Delhi.
4. Central Bureau of Investigation, New Delhi.
5. Parliament Library, New Delhi.
6. All Union Territory Administrations.
7. Lok Sabha/ Rajya Sabha Secretariat.
8. All Attached and Subordinate Offices of Ministry of Personnel, P.G. & Pensions.
9. Hindi Section for Hindi version.