

## कर्मचारी भविष्य निधि संगठन

(श्रम एवं रोजगार मंत्रालय भारत सरकार)



### Employees' Provident Fund Organisation (Ministry of Labour & Employment, Govt. Of India)

मुख्य कार्यालय / Head Office

भविष्य निधि भवन, 14-भीकाजी कामा प्लेस, नई दिल्ली-110066

BhavishyaNidhiBhawan, 14- Bhikaiji Cama Place, New Delhi - 110066



संख्या: एच.आर.डी. / 1(8)2014/Misc. 101

दिनांक : 25 AUG 2017

सेवा में,

सभी अपर केंद्रीय भविष्य निधि आयुक्त  
सभी क्षेत्रीय भविष्य निधि आयुक्त  
अपर केंद्रीय भविष्य निधि आयुक्त (स्थानीय प्रशासन)  
निदेशक, प.दी.उ.रा.सा.सु.अ. (PDUNASS)  
सभी प्रभारी अधिकारी, उप क्षेत्रीय कार्यालय

विषय : Procedure for booking of air-tickets on LTC - reg.

महोदय,

उपर्युक्त विषय पर भारत सरकार, कार्मिक, लोक शिकायत और पेंशन मंत्रालय, कार्मिक एवं प्रशिक्षण विभाग से जारी कार्यालय ज्ञापन No.31011/05/2014-Estt(A.IV) दिनांक 21.08.2017 की प्रति उचित कार्यवाही हेतु सलग्न है।

प्रति : सलग्न

भवदीय,

(एम. नुल्ली)

क्षेत्रीय भविष्य निधि आयुक्त-I (एच.आर.डी)

प्रतिलिपि:

1. केंद्रीय भविष्य निधि आयुक्त के निजी सचिव
2. वित्तीय सलाहकार एवं मुख्य लेखाधिकारी के निजी सचिव
3. मुख्य सतकर्ता अधिकारी के निजी सचिव / सभी उप निदेशक, सतकर्ता
4. प्रभारी अधिकारी, सभी आंचलिक प्रशिक्षण संस्थान
5. सभी आंतरिक लेखा परीक्षा अधिकारी
6. मुख्यालय के सभी अधिकारी / सभी निजी सचिव / सभी अनुभाग अधिकारी
7. महासचिव, ई.पी.एफ. ऑफिसर्स एसोसिएशन, लुधियाना
8. महासचिव, आल इंडिया ई.पी.एफ. स्टाफ फेडरेशन, हैदराबाद
9. महासचिव, आल इंडिया ई.पी.एफ. एस.सी/एस.टी फेडरेशन, नई दिल्ली
10. क्षे.भ.नि.आ. (एन.डी.सी.) वेबसाइट पर अपलोड करने हेतु
11. गार्ड फाइल

(एम. नुल्ली)

क्षेत्रीय भविष्य निधि आयुक्त-I (एच.आर.डी)

No. 31011/5/2014-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: August 21, 2017

OFFICE MEMORANDUM

**Subject:- Procedure for booking of air-tickets on LTC - clarification reg.**

The undersigned is directed to refer to this Department's O.M. of even no. dated 23.09.2015 on the subject noted above and to say that as per the extant instructions, whenever a Government servant claims LTC by air, he/she is required to book the air tickets directly from the airlines (Booking counters, website of airlines) or by utilizing the services of the 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 O.M. No. 31011/6/2002-Est(A) dated 02.12.2009) while undertaking LTC journey(s).

2. In this regard, references are received in this Department seeking clarification whether the aforesaid condition of booking the tickets through authorized travel agents needs to be followed in cases where a non-entitled Government servant travels by air on LTC and claims the entitled train fare.

3. The matter has been examined in consultation with Department of Expenditure, Ministry of Finance and it is hereby clarified that in case of non-entitled Government servants travelling by air on LTC and claiming entitled rail fare, the condition of booking the air tickets through authorised travel agents viz. 'M/s Balmer Lawrie & Company', 'M/s Ashok Travels & Tours' and 'IRCTC' may not be insisted upon. In rest of the cases, the condition of booking the tickets through authorised modes shall continue to follow.

Enclosure: As above

*Surya Narayan Jha*  
21.8.17

(Surya Narayan Jha)

Under Secretary to the Government of India

To

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

Copy to:-

1. Comptroller & Auditor General of India, New Delhi.
2. Union Public Service Commission, New Delhi.
3. Central Vigilance Commission, New Delhi.

Contd...

*[Signature]*  
23.8.2014  
A. Jha

From pre-page:

4. Central Bureau of Investigations, 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. NIC, DoP&T with the request to upload this OM on Department's website  
(Notifications << OMs/Orders << Establishment << LTC Rules).
10. Hindi section for Hindi version.