



कर्मचारी भविष्य निधि संगठन

Employees Provident Fund Organisation

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

(MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)

मुख्या कार्यालय/Head Office

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Website: www.epfindia.gov.in, www.epfindia.nic.in



No. HRD/1(71)2020/Misc./1453

Date:

30 OCT 2025

To,

All Additional Central P.F. Commissioner (HQ)/Director (PDNASS)
All Additional Central P.F. Commissioner (Zones)/Addl. CPFC (ASD)
All RPFCs/OIC-in-Charge of Region

Subject: Central Civil Services (Leave Travel Concession) rules, 1988-Relaxation to travel by air to visit North East Region, Union Territory of Jammu & Kashmir and Ladakh and Andaman & Nicobar – extension beyond 25.09.2024- reg

Madam/Sir,

Please find enclosed herewith an Office Memorandum No. 31011/15/2022-Estt-A-IV dated 17.09.2024 issued by Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, North Block, New Delhi on the subject cited above for information and necessary action.

(This issues with the approval of the Competent Authority)

Yours faithfully,

Encl: As above.

(Saurabh Tripathi)

Regional P.F. Commissioner-I, HRD-I

Copy to:

1. PPS to CPFC
2. PPS to FA & CAO, CVO, ACC (HQ)
3. All Addl. Central PF Commissioners (HQ) & ACC (Zones) including ACC (ASD)
4. All Regional PF Commissioners
5. All DD (Vigilance)/ZAPs
6. All PPS, PA and SO in Head Office
7. RPFC, IS Division for web circulation
8. Secretary General, EPF Officers' Association

9. Secretary General, AIEPF Staff Federation
10. Secretary General, AIEPF SC/ST Federation
11. Secretary General, AIEPF Employees' Sangh
12. Hindi Section for Hindi Version
13. Guard file


(SaurabhTripathi)
Regional P.F. Commissioner-I, HRD-I

F.No.31011/15/2022-Estt-A-IV
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(Personnel Policy A-IV)

North Block, New Delhi
Dated 17th September, 2024

OFFICE MEMORANDUM

Subject: Central Civil Services (Leave Travel Concession) Rules, 1988 – Relaxation to travel by air to visit North East Region, Jammu & Kashmir, Ladakh and Andaman & Nicobar – extension beyond 25.09.2024 –regarding.

The undersigned is directed to refer to this Department's OM No. 31011/15/2022-Estt.A-IV dated 11.10.2022 regarding relaxation to travel by air to visit North East Region, Jammu & Kashmir, Ladakh 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, 2024 till 25th September, 2026.

2. The above Special Dispensation Concession 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 years' block period.
- ii. Government servants, whose Home Town and Headquarters/ place of posting are same, they are not allowed the conversion of any Home Town LTC as they are not eligible for the Home Town LTC facility.
- iii. The Government servant whose Home Town is situated in NER/A&N/J&K/Ladakh will also be allowed conversion of Home Town LTC for availing this Scheme to visit any place in any one of the three regions out of the above mentioned four regions except the region wherein his/her Hometown is situated.
- iv. Fresh Recruits are also 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. In addition, they are allowed one additional conversion of Home Town LTC to visit UT of J&K/UT of Ladakh in a block of four years.

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v. 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 terms and conditions as enumerated in DoPT's OM. No. 31011/12/2022-Estt.A-IV dated 29.08.2022 read with DoPT's OM No. 31011/11/2023 - Pers. Policy A-IV dated 20.10.2023 (copies enclosed).

vi. Government servants not entitled to travel by air are allowed to travel by air in Economy class by any airlines subject to the terms and conditions as enumerated in DoPT's OM dated 29.08.2022 read with DoPT's OM No. 31011/11/2023 - Pers. Policy A-IV dated 20.10.2023 in the following sectors:-

- 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 upto Kolkata/Guwahati/Chennai/Visakhapatnam/Delhi/Amritsar shall be undertaken as per their entitlement.

vii. Air travel by Government employees to NER, J&K, Ladakh and A&N as mentioned in para (v) and (vi) above is allowed whether they avail the concession against Anywhere in India LTC or in lieu of the Home Town LTC, as permitted.

viii. Government servants not entitled to travel by air are also allowed to travel by air in Economy class by any airlines to any place in NER/A&N/J&K/Ladakh from their Headquarters directly, however, the reimbursement will be subject to the conditions as enumerated in DoPT's OM No. 31011/12/2022-Estt.A-IV dated 29.08.2022.


ix. The instructions regarding booking of air tickets through authorized travel agents, best available fares, slots, booking time, advances, reimbursement, etc., as mentioned in DoPT's OM No. 31011/12/2022- Estt.A-IV dated 29.08.2022 read with DoPT's OM No. 31011/11/2023 - Pers. Policy A-IV dated 20.10.2023 will also be applicable for this Special Dispensation Scheme.

3. 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.

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

5. Hindi version will follow.


17/9/24
(Satish Kumar)

Under Secretary to the Government of India

Tel: 011-23040341

To

The Secretaries
All Ministries/ Departments of the 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.
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.
