

Ministry of Human Resource Development
Department of School Education & Literacy
IF-II Section

New Delhi, the 26th April, 2016

Subject:- Granting of permission for official air travel by airlines other than Air India-regarding.

Enclosed please find a copy of the D.O letter No.18011/05/2012-AI dated 07.03.2016 received from Secretary, Ministry of Civil Aviation on the above mentioned subject wherein it has been stated inter alia that power for granting relaxation to travel by airlines other than Air India, due to operational or other reasons or on account of non-availability of Air India flights, has been delegated to the Financial Advisor of the Ministry concerned in lieu of Ministry of Civil Aviation.

2. It may please be noted that for travelling to stations not connected by Air India, the officials may travel by Air India to the hub/point closest to their eventual destination, beyond which they may utilise the services of another airline which should also preferably be an alliance partner of Air India.

3. These instructions also apply to officials in Autonomous Bodies. The cases for relaxation shall be submitted to the concerned administrative Bureau in the Ministry. The Bureau shall under such case in the light of instructions and with the approval of Bureau Head shall submit the case for approval of Financial Advisor.

4. In this connection, copies of Department of Expenditure's O.M F.No.19024/1/2009-E.IV dated 13th July, 2009 and 16th September 2010 are also enclosed. All Bureau Heads are requested to take note of these instructions.

(Anil Kakria)
Deputy Secretary (Finance)



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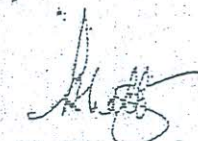
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Ministry of Finance
Department of Expenditure
E-IV Branch

The Ministry of Civil Aviation may refer to their OM No. AV.1811/04/2010-AI dated 12.07.2011, wherein clarifications have been issued regarding air travel on Tour/LTC.

2. The M/o Civil Aviation is advised that while considering cases for relaxation to travel by airlines other than Air India, for journeys to be performed while availing of LTC by Govt. officials, the relaxation should be given in exceptional cases only, whenever justified and not in a routine manner, as Govt. officials have the option to reschedule their air travel, while availing LTC.

3. This has the approval of Joint Secretary(Personnel).



(A. Bhattacharya)

Under Secretary to the Government of India

US, M/o Civil Aviation, New Delhi

M/o Finance, D/o Exp. I.D. No. 19024/1/2009-E.IV dt. 28.07.2011.

Government of India
Department of Expenditure

New Delhi dated the 16th September, 2010

Office Memorandum

Subject: Guidelines on Air Travel on Tours/LTC.

This Department is receiving repeated references seeking clarifications with regard to purchase of Air tickets through authorized agents and relaxation for travel by Airlines other than Indian Airlines. The following guidelines may be noted for compliance:

1. On Official Tours:

- (i) For travel by Airlines other than Air India because of operational or other reasons or on account of non-availability of Air India flights, individual cases for relaxation to be referred to M/o Civil Aviation, as stated in this Ministry's OM No. 19024/1/2009-E.IV dated 13.07.09.
- (ii) Air Tickets may be purchased directly from Airlines (at Booking counters/Website of Airlines) or by utilizing the services of Authorized Travel Agents viz. M/s Balmer Lawrie & Company, M/s Ashok Travels & Tours.

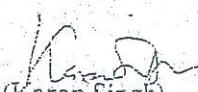
2. LTC:

- (i) Travel by Air India only.
- (ii) In Economy class only, irrespective of entitlement.
- (iii) LTC-80 ticket of Air India only to be purchased.
- (iv) Air Tickets may be purchased directly from Airlines (at Booking counters/Website of Airlines) or by utilizing the services 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 DoP&T OM No. 31011/6/2002-Estt.(A) dt. 02.12.09).

3. LTC for J&K:

- (i) Relaxation to travel by Private Airlines to visit J&K while availing LTC is available to all the categories of Govt. employees, including those entitled to travel by Air [DoP&T OMs No. 31011/2/2003-Estt.(A-IV) dated 18.06.10 and 05.08.10 refer].
- (ii) For purchase of Air tickets, however, the procedure as given under para 2 (iv) above should be followed.

4. All Ministries/Departments of Govt. of India are requested to strictly adhere to these instructions.


(Karan Singh)

Under Secretary to the Govt. of India

To,
All Ministries/Departments of Govt. of India