

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

FINANCE (Accounts) DEPARTMENT

4th Level, 'A' Wing, Delhi Secretariat; New Delhi-113

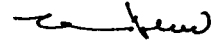
No.F.16/1/2013-AC/Usfa/128-132

Dated: 21.05.2013

OFFICE MEMORANDUM

Subject : Regarding travel by Air India and purchase of air-tickets through approved agents while on domestic travel by Air on tour / LTC.

1. Attention of all the Departments of Government of NCT of Delhi is invited towards the instructions issued by the Government of India, Ministry of Finance, vide their Office Memorandum No.F.19024/1/E.IV/2005, dated March 24, 2006 and FD's O.M. of even number, dated January 13, 2010, wherein it has been stated that while on domestic travel by air on tours, the officers are permitted to have/get booking at Airlines booking counter/website of Airlines or through approved travel agents. Wherever an officer seeks to utilize the service of travel agents, it should be limited to M/s Balmer Lawrie & Company and M/s Ashok Travels and Tours. Government of NCT of Delhi has also approved DTTDC as an authorized agency for booking air-tickets while on official tour.
2. Further, attention of all departments of Govt. of NCT of Delhi is invited to the Govt. of India, Ministry of Finance, Department of Expenditure's O.M. dated 16-9-2010, wherein guidelines were issued for purchase of air tickets and travel by Air India while availing LTC and on official tours.
3. A number of references are being received in Finance Department to relax the provisions with regard to purchase of domestic travel air tickets from other than authorized agencies, as mentioned in para 1 and for LTC travel for airlines other than by Air India.
4. In view of number of such cases being referred to Finance Department, it is reiterated that all the Officers / Officials should follow the above said guidelines while availing LTC and performing journeys on official tours. Henceforth, Finance Department will not consider any proposal for relaxation on travel by Airlines other than Air India and with regard to booking of air tickets from agencies other than approved agencies.



(AMIT YADAV)

SECRETARY (Finance)

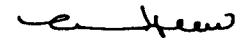
Telephone No: 22392132

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Copy forwarded to the following for information and necessary action:

1. All Pr. Secretaries/Secretaries/Special/Addl./Joint Secretaries/HODs/Deputy Secretaries/Under Secretaries of Government of NCT of Delhi
2. Heads of all Autonomous /Grant-in-Aid Institutions /Local Bodies of Govt. of NCT of Delhi.
3. Controller of Accounts, Pr. Accounts Office, Vikas Bhawan, New Delhi.
4. Controller of Accounts, Dte. Of Audit, Govt. of Delhi.
- ✓ 5. Website of Finance Department / Guard file.



(AMIT YADAV)

SECRETARY (Finance)