रक्षा लेखा महानियंत्रक,उलन बटार मार्ग, पालम दिल्ली छावनी-110010
CGDA, Ulan Batar Road, Palam, Delhi Cantt-110010

प्रशा/14/14162/टी ए /डी ए / एल टी सी /डिविएसन'/ जिल्द V दिनांक – 21/07/2016

सेवा में ,

1 सभी प्रधान रक्षा लेखा नियंत्रक / रक्षा लेखा नियंत्रक'

2 प्रधान लेखा नियंत्रक [फै] कोलकाता , प्रधान रक्षा लेखा नियंत्रक [पै] इलाहबाद

3 सभी प्रधान एकीकृत वित्तीय सलाहकार / एकीकृत वित्तीय सलाहकार

विषय- अधिकारी/ कर्मचारी द्वारा एयर इंडिया के अलावा किसी अन्य विमान से यात्रा करने हेतु अनुमति

इस मुख्यालय द्वारा जारी परिपत्र सं सम दिनांक 30/06/2016 के क्रम में , भारत सरकार, रक्षा मंत्रालय [वित्त][मुख्य कार्यालय] का कार्यालय ज्ञापन संख्या 34/PCPA/Cor/Fin/MO/2016/514 दिनांक 29.06.2016 सभी अनुलग्नकों के साथ आवश्यक कार्रवाई कार्यवाही हेतु प्रेषित किया जाता है ।

२. उप्रोक्तानुसार, उक्त विषयक मामलों को भेजने के पूर्व यह सुनिश्चित करें कि उक्त ज्ञापन के अंतर्गत संलग्न A में जारी दिशा निर्देशों का पालन किया जा रहा है तथा दिए गये प्रोफार्मा में ही आवेदन एकीकृत वित्तीय सलाहकार [पश्चिमी वायु सेना कमान], सुब्रोतो पार्क , दिल्ली कैंट -110010 को अनुमति प्रदान करने हेतु प्रेषित करें ।

तरुण जाजोरिया

[तरुण कुमार जाजोरिया]
रक्षा लेखा वरिष्ठ उप महानियंत्रक[प्रशा]

प्रतिलिपी-

1 ई डी पी सेन्टर [स्थानीय] - इस मुख्यालय द्वारा जारी परिपत्र सं सम दिनांक 30/06/2016 के क्रम में सूचनार्थ एवं आवश्यक कार्रवाई हेतु ।

2 लेखा परीक्षा 4 एवं समन्वय

3. प्रशा-4 [स्थानीय]

3 प्रशिक्षण एवं संगोष्ठी केंद्र , बरार स्क्वायर , दिल्ली छावनी

4 पुस्तकालय अनुभाग [स्थानीय] -

5 मास्टर नोट बुक

6 महासचिव , ए आई ड़ी ए ए [सी बी] पुणे [द्वारा प्रधान रक्षा लेखा नियंत्रक (अधि) पुणे]

7 महासचिव , ए आई ड़ी ए ई ए [मु] कोलकाता [द्वारा प्रधान नियंत्रक लेखा (फै) कोलकाता]

ह/ला०

[अजय गोयल]
कृते रक्षा लेखा महानियंत्रक

Annexure- "A"

GUIDELINES FOR RELAXATION TO TRAVEL BY AIRLINES OTHER THAN AIR INDIA

1. Request for seeking relaxation is required to be submitted in the Proforma (Annex. B)
2. The request for relaxation must be submitted to Integrated Finance Division at least 7 working days in advance from date of travel.
3. There is no requirement to seek relaxation for those Sectors on which General/blanket relaxation has been accorded by Ministry of Civil Aviation.
4. Those seeking relaxation on ground of Non-Availability of Seats (NAS) must enclose NAS Certificate issued by authorized travel agents or a copy of the sector specific snapshot of Air India website.
5. As per Ministry of Finance, Department of Expenditure OM No. 19024/1/2009-E.IV dated 13th July, 2009 for sectors which are not connected directly by any of the airlines, an employee must travel by Air India upto the nearest hub. Relaxation will be granted for the remaining segment.
6. Relaxation to travel by airlines other than Air India while availing LTC will be granted only in exceptional circumstances. Non availability of AI flight/seats on a particular day/time would not be considered as a valid ground for seeking relaxation.
7. Availability of lower fare is no criteria for seeking relaxation.
8. Those seeking relaxation on the ground of attending meeting at a particular time, must attach meeting notice and approved tour programme.
9. For foreign travel cases, where full or partial grants are received, journey has to be performed on Air India upto the place upto which Air India is available and seek relaxation for the remaining sector. On international routes where Air India has code-share partner, the same must be utilised.
10. For invitees from abroad travelling on Government of India funding, efforts should be made to book them on Air India and Air India code share flights to the extent possible.
11. Non-receipt of approval by the stipulated date does not entitle one to claim relaxation as a matter of right.

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Annexure-B

PROFORMA FOR RELAXATION TO TRAVEL BY AIRLINES OTHER THAN AIR INDIA

1	Name with Designation	
2	E-mail Address	
3	Name of the Organisation/Division with Address	
4	Mobile Number/Tel No./Fax No.	
5	Type of Travel (Foreign/Domestic)	
6	Purpose of Travel [Official or LTC]	
7	In case of official visit, kindly link approved tour programme	
8	Whether entitled for Air Travel as per rules (if not, kindly link the approval of competent authority for air travel)	
9	In case of LTC, please explain exceptional circumstances for seeking the relaxation and also attach detail of family members	

10	Complete sector for which travel is intended with flight numbers/Departure/Arrival time including the Sector(s) for which relaxation is required			
Sector	Date	From	To	Flight No./Departure time/Arrival Time
Sector-1				
Sector-2				
Sector-3				

$ Sector(s) for which relaxation is required may be indicated by (#) mark.

11	Detailed reasons for not utilizing AI Services	
(a)	Whether Air India does not have flights in that sector at all	
(b)	Whether Air India does not have flights in that sector on the schedule date of travel? If so, kindly indicate why the date of travel cannot be re-scheduled (Please enclose official documents in support of reasons such as Govt. Duty Order, Meeting Notice etc.)	