

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 - 30/06/2016

सेवा में ,

- 1 सभी प्रधान रक्षा लेखा नियंत्रक / रक्षा लेखा नियंत्रक'
- 2 प्रधान लेखा नियंत्रक [फै] कोलकाता , प्रधान रक्षा लेखा नियंत्रक [पै] इलाहाबाद
- 3 सभी प्रधान एकीकृत वित्तीय सलाहकार / एकीकृत वित्तीय सलाहकार

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

उपरोक्त विषय में भारत सरकार , रक्षा मंत्रालय [वित्त] [मुख्य कार्यालय] द्वारा जारी कार्यालय ज्ञापन संख्या 34/PCPA/Cor/Fin/MO/2016 दिनांक 14.06.2016 एवं भारत सरकार, रक्षा मंत्रालय [वित्त] के कार्यालय आदेश संख्या 34/PCPA/Cor/Fin/MO/2016 दिनांक 14.06.2016, सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित किये जाते हैं ।

2. उपरोक्तानुसार, इस विभाग के अधिकारियों एवम कर्मचारियों [भा0र0ले0से0 अधिकारियों सहित] से सम्बंधित विषयक सभी मामलों को, नियमन हेतु, एकीकृत वित्तीय सलाहकार [पश्चिमी वायु सेना कमान] दिल्ली को प्रेषित करें ।

3 आगे, उक्त विषयक मामलों को भेजने के पूर्व वित्त मंत्रालय [व्यय विभाग] के कार्यालय ज्ञापन दिनांक 07.06.2016 के अंतर्गत एवं समय-समय पर जारी दिशा निर्देशों का संदर्भ लें तथा केवल नियमों के अंतर्गत सुयोग्य मामलों को ही आवश्यक कार्यवाही हेतु प्रेषित करें ।

तरुण कुमार जाजोरिया

[तरुण कुमार जाजोरिया]

रक्षा लेखा वरिष्ठ उप महानियंत्रक[प्रशा]

प्रतिलिपी-

1 ई डी पी सेन्टर [स्थानीय] - सक्षम अधिकारी के निर्देशानुसार, आपसे अनुरोध है कि इस विभाग के अधिकारियों/कर्मचारियों द्वारा, एयर इंडिया के अलावा किसी अन्य विमान से यात्रा करने हेतु अनुमति लेने हेतु मामलों को एकीकृत वित्तीय सलाहकार [प0वा0से0क0] दिल्ली को ऑन लाइन प्रणाली के अंतर्गत प्रेषित करने हेतु आवश्यक पद्धति तैयार करें ! इस सम्बंध में वित्त मंत्रालय [व्यय विभाग] का कार्यालय ज्ञापन दिनांक 7.6.2016 के अनुलग्नक A एवं B संलग्न है ।

2 लेखा परीक्षा 1, 2, 4, समन्वय एवम प्रशा-4 [स्थानीय]

3 प्रशिक्षण एवं संगोष्ठी केंद्र , बरार स्क्वायर , दिल्ली छावनी

4 पुस्तकालय अनुभाग [स्थानीय] -

5 मास्टर नोट बुक

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

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

[अजय गोयल]

कृते रक्षा लेखा महानियंत्रक

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MOST IMMEDIATE

No.34/PCPA/Cor/Fin/MO/2016

Government of India
Ministry of Defence(Fin)
(Main Office)

New Delhi, the 14th June, 2016

OFFICE MEMORANDUM

Subject:-- **Grant of Permission for journeys performed by Officers/officials in Airlines other than Air India—regarding.**

The powers to grant relaxation to travel by airlines other than Air India were delegated by Ministry of Civil Aviation to the Financial Advisors of Ministeries/Departments w.e.f. 1-4-2016 vide D.O.No.AV.18011/05/2012-AI, dated 7-3-2016 (**copy enclosed**).

2. In connection with the above-mentioned delegation of powers, Ministry of Civil Aviation vide their O.M.No. AV.18011/05/2012-AI, dated 20-5-2016 (**copy enclosed**), have now informed that to avoid unnecessary delays, it has been decided to authorize the FAs of Govt. Organisations to decide these cases without referring them to their administrative Ministry, provided the FA of the organisation is equivalent in rank to a Joint Secretary. However, in case the FA of any organisation is lower in rank than a Joint Secretary, then the proposal from the organisation may be sent to the FA of the administrative Ministry/Department concerned. It has also been clarified by Ministry of Civil Aviation that FAs concerned shall process even those cases where the journey has been performed prior to 1-4-2016.

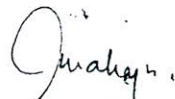
2.2 Accordingly, respective Principal IFAs/IFAs not below the level of SAG can deal with the cases/requests relating to their respective organisations.

2.3 CGDA may issue appropriate instructions directing respective FAs to follow the criteria prescribed in the guidelines issued by Ministry of Civil Aviation and Ministry of Finance from time to time so that there is uniformity in grant of permission by the respective Financial Advisors. It may be advisable to have an on-line system as was being used by the Ministry of Civil Aviation.

3. As far as Deptt. of DR&D and DRDO Organisation are concerned, the cases shall be dealt with by Addl.FA & JS dealing with DRDO. The cases relating to officers of MoD [excluding Deptt. of DR&D] will be dealt with in MO Section, MoD(Fin).

4. All cases/requests relating to the grant of permission for journeys by Officers/officials in Airlines other than Air India may be processed/decided accordingly. Such cases/requests [**as per lists enclosed**] received in MoD(Fin) are also forwarded to the office of CGDA/Addl.FA & JS dealing with DRDO, for further necessary action by the respective Financial Advisors.

5. This issues with the approval of Secretary(Defence Finance).


(Ashwani Kumar)
Addl.FA(AK) & Joint Secretary
Tel.23011871

Encl.- **as above**

To

CGDA — It is requested to circulate the O.M. and forward pending cases to respective IFAs.

Copy to:-

- (i) PS to Hon'ble RM/PS to Hon'ble RRM.
- (ii) SO to Defence Secretary.
- (iii) SO to COAS/ SO to CNS/ SO to CAS/ SO to CISC.
- (iv) PPS to Secretary(DF)/Secretary(ESW)/Secretary(R&D).
- (v) PPS to SDF/PPS to FA(Acq.) & Addl. Secy./PPS to DG(Acq.).
- (vi) Sh.Subir Mallick, Addl.FA & JS.

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No.34/PCPA/Cor/Fin/MO/2016

Government of India
Ministry of Defence(Fin)

New Delhi, the 14th June, 2016

OFFICE ORDER

In accordance with the instructions issued by Ministry of Civil Aviation vide their O.M.No. AV.18011/05/2012-AI, dated 20-5-2016, respective Principal IFAs/IFAs not below the level of SAG have been authorised to deal with the cases/requests relating to their respective organisations. Necessary instructions in this regard, have been issued vide MoD(Fin) O.M. of even number, dated 14-6-2016(copy enclosed).

2. Accordingly, "Private Airline Travel Permission Cell" created vide MoD(Fin) Office Order No.26/2016, dated 5-5-2016 stands abolished. The cases/requests relating to officers of MoD [excluding Deptt. of DR&D] will however be dealt with in MO Section and will be decided at the level of Addl.FA& JS having the charge of MO Section, MoD(Fin).

3. This issues with the approval of Secretary(Defence Finance).

Ashwani Kumar

(Ashwani Kumar)

Addl.FA(AK) & Joint Secretary

Tel.23011871

1. Seen - Put up on website
2. What instructions we have

Encl.- as above

Copy to:-

Letter of 14/6

- (i) PS to Hon'ble RM/PS to Hon'ble RRM.
- (ii) SO to Defence Secretary.
- (iii) SO to COAS/SO to CNS/SO to CAS/SO to CISC.
- (iv) PPS to Secretary(DP)/Secretary(ESW)/Secretary(R&D).
- (v) PPS to FA(DS)/PPS to FA(Acq.) & Addl. Secy./PPS to DG(Acq.).
- (vi) PPS to Pr.Adviser(Cost)/All Addl.Secretaries/JSs in MoD.
- (vii) All Addl.FAs/FMs/Adviser(Cost) in MoD(Fin).
- (viii) All Directors/DFAs/AFAs in MoD(Fin).
- (ix) Jt.CGDA(AN), O/o CGDA, Ulan Batar Road, Delhi Cantt.
- (x) AO(DAD), MoD(Civil)/AO(Cash), MoD(Fin).
- (xi) Hindi Section for Hindi version only.
- (xii) NIC Cell for uploading in the website of MoD.
- (xiii) Chief Security Officer.
- (xiv) Estt.I Section/Guard File.

Handwritten signature and initials

Dy CG (AM)
ACG (AM)

20/06/16

CGDA may kindly
Rec in DAK
Handwritten signature
17/06/16

वर्तमान में प्रमुख (वर्तमान)
Jt. CGDA (Admin.)
आदेश नं./दि. नं. 50
दिनांक/दि. 20/06/16

No. 19024/1/2009-E.IV
Government of India
Ministry of Finance
Department of Expenditure

New Delhi , dated the 7th June, 2016.

OFFICE MEMORANDUM

Sub:- Delegation of powers to Financial Advisers to accord exemption for air travel in airlines other than Air India in individual cases-reg.

Reference is invited to Department of Expenditure's O.M. of even number dated 13th July, 2009 which provides that in all cases of air travel, both domestic and international, wherein the Government of India bears the cost of air passage, officials have to travel in Air India only. For cases of air travel by Airlines other than Air India because of operational or other reasons or on account of non-availability, **the powers were vested with Ministry of Civil Aviation to accord exemption in individual cases.**

2. The matter has been examined in consultation with the Ministry of Civil Aviation. Accordingly, powers are hereby delegated to the Financial Advisors of the Ministries/Departments to accord exemption for air travel, both Domestic and International, by airlines other than Air India. In respect of individual cases of Autonomous Bodies, the Financial Advisors of the concerned Ministry/ Department will accord exemption for Air travel by Airlines other than Air India. The individual cases of Financial Advisers for air travel in airlines other than Air India, will be approved by the administrative Secretary of the concerned Ministry.

3. To regulate the individual claims, **guidelines and proforma** for seeking relaxation for travel by airlines other than Air India, are enclosed at **Annexure -A & B.**


07/06/2016
(Nirmala Dev)

Deputy Secretary to the Government of India
Tel.23093276

To
All Financial Advisors (as per list)

Copy to: Secretary, All Ministries/Departments(As per list)

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.

PROFORMA FOR RELAXATION TO TRAVEL BY AIRLINES OTHER THAN AIR INDIA

Sl. No.	Item of Information	Remarks
1.	Name	
2.	Designation	
3.	Name of the organization/Division	
4.	Date of visit	
5.	Whether Foreign travel / Domestic travel / LTC	
6.	In case of official visit, copy of approved tour programme.	
7.	Whether entitled for Air travel as per rules If not, copy of approval of competent authority for air travel	
8.	Detailed reasons for seeking permission to travel in airlines other than Air India (Foreign/Domestic):	
9.	Attach print out of communication with official website of Air India and Govt. authorized travel agents viz. Ashok Travels& Tours, Balmer Lawrie & Co. and IRCTC regarding the above reasons or official communication from Air India and these agencies.	
10.	In case of foreign travel, whether full or part journey is proposed through alliance partner of Air India	
11.	Undertaking from the travelling official that in case permission is granted for air journey other than by Air India, he/she will avail the cheapest available ticket in the entitled category among the options of various private airlines operating in that sector.	

(Signature of the individual travelling)*

(Signature of the Head of the Office)

RECOMMENDATION OF THE ADMINISTRATIVE DIVISION / MINISTRY

***(Signature of Joint Secretary)**

***Note:** In case the individual travelling is holding the appointment of JS or above in the Ministry, no separate approval of Head of the Organization and approval of the Administrative Division/Ministry is required. In such cases, self-certification by the travelling officer (JS & above) will be sufficient for submitting their proposal for grant of the said permission.