

**Office of The Controller General of Defence Accounts**  
**Ulan Batar Road, Palam, Delhi Cantt.-110010**  
**CIRCULAR**

No. AT/IV/4462/PC-XXX

dated:-8<sup>th</sup> Apr'2013

To

All PCsDA/CsDA  
PC of A (Fys) Kolkata

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Sub:- Encashment of leave on availing LTC by family.

Copies of MoD (Fin) I.D No. 9 (2)/QA/98 dated:20/03/2012 and  
DOPT I.D No. 14028/2/2013-Estt.(L) dated: 25<sup>th</sup> Feb'2013 regarding  
clarification on encashment of leave alongwith LTC is enclosed for  
information, guidance and necessary action please.

*Uendra Kumar*  
(Uendra Kumar)  
Accounts Officer (AT)

Copy to:

1. AT-I & AT-II Section (Local)
2. AN-IV & AN-XIV (Local)
3. AT Coord (Local)
- ✓ 4. EDP Centre (Local) ----- with a request to upload the circulars  
on  
CGDA website
5. CENTRAD, Brar Square, Delhi Cantt
6. Library (Local)

*Uendra Kumar*  
(Uendra Kumar)  
Accounts Officer (AT)

AT-IV

127

0-1539  
26/3/13

Ministry of Defence (Fin/QA)

Subject : Encashment of leave on availing LTC by Family.

Reference CGDA UO No AT/IV/4462/PC-XXX dated 12 Oct 12.

2. A clarification issued by DoPT states that A govt servant can be permitted to encash earned leave upto 10 days either at the time of availing LTC himself or when his family avails it provided other conditions are fulfilled has been taken by MoD (Fin) with MoF, DoPT (Estt/Leave Section). The same has been clarified by DoPT vide their ID No 14028/2/2013-Estt (L) dated 14th Mar 2013 is enclosed herewith for your ready reference.

Feb

*[Signature]*

(Lajpat Ra  
AFA(QA)/ 20.03.20

Director (Q)

MoD (Fin) I.D No 9(2)/QA/98 dated 20.03.2013

Copy for information wrt, their UO No AT/IV/4462/PC-XXX dated 12 Oct 12, to :-

Rasika Chaube, Jt CGDA ( AT-Coord)- alongwith a copy of DoPT ID No 14028/2/2013-Estt (L) dated 14th Mar 25 Feb  
Office of CGDA  
Ulan Batar Road  
Delhi Cantt

220/QA/13  
20.3.13

~~AT~~  
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25/3

26/3/13  
AAO (AT-UV)

203 Jt (AT-UV)  
26.3.13

Department of Personnel & Training  
Estt. (Leave) Section

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Reference notes of Ministry of Defence (Fin.) I.D. No 9(2)/QA/98 dated 27.12.2012.

In terms of 38-A of CCS (Leave) Rules, 1972, a Govt. servant can be permitted to encash earned leave upto 10 days at the time of availing LTC. Hence, Government servants may encash earned leave either at the time of availing LTC himself or when his family avails it provided other conditions are satisfied.

*S.G. Mulchandaney*

(S.G. Mulchandaney.)

Under Secretary to the Govt. of India

Ministry of Defence (Fin./QA), New Delhi

DOPT I.D.No.14028/2/2013-Estt.(L) dated 25<sup>th</sup> February, 2013

*Recd. Hrdg.*  
*19/3*

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Recd on  
19/3/13  
MS Pooni  
MOD Fin/OA  
214/QA/13  
19.3.13