



राष्ट्रीय इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)  
National Institute of Electronics and Information Technology (NIELIT)

(एथनमसु सैलैण्टिफिक सोसायटी ऑफ डीपार्टमेंट ऑफ इन्फार्मेशन टेक्नोलॉजी,  
मिनिस्ट्री ऑफ कम्यूनिकेशंस एंड इन्फार्मेशन टेक्नोलॉजी, गवर्नमेंट ऑफ इंडिया)

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वेबसाइट / Website - [www.doeacc.edu.in](http://www.doeacc.edu.in)

Ref. No. : CDI/ADM/SPF/13/96/142

To,

Sub.: Adoption of policy for journey by Air India while availing Leave Travel Concessions (LTC)-reg.

Please refer to NIELIT's letter No. DOEACC/CCU/EST/54/09/722 dated 13<sup>th</sup> December, 2011 forwarding revised Service / Staff Rules of NIELIT as approved by Governing Council in its 29<sup>th</sup> Meeting held on 1<sup>st</sup> November, 2011, for implementation.

“All the Societies must strictly observe all the Govt. of India rule for LTC stipulated from time to time as applicable to Central Government Employees. However, the Societies are at liberty to adopt more stringent policy provisions for their employees depending upon their financial health & resources.”

3. It has been observed that under the LTC-80 provisions, to and fro air fare is on much higher side as compared to normal journey fare by Air India. Keeping in view this and financial health of the NIELIT Centres, the following guidelines have been framed for availing the Leave Travel Concession benefits in NIELIT as under:

- i) the Officer / Official will travel by Air India only in Economy Class, irrespective of entitlement while availing LTC.
- ii) normal economy fare will be entitled and not as per LTC-80 scheme of Government of India.
- iii) air tickets will be purchased / booked through booking counters of Air India / Website or by utilizing services of authorized travel agents viz. M/s. Balmer Lawrie & Company, M/s. Ashok Travels & Tour and IRCTC (to the extent IRCTC is authorized as per DoPT OM No. 31011/6/2002-ESTT.(A) dated 02/12/2009).
- iv) other terms and conditions for availing LTC as applicable to Central Government employees will remain the same.

Contd. . .

केन्द्र/शाखाएँ/क्षेत्रीय कार्यालय/ Centers/ Branch offices/ Regional Offices

अमरतला, आइजॉल, औरंगाबाद, कालीकट (दक्षिण क्षेत्रीय कार्यालय पुदुकोट्टई के साथ), चंडीगढ़ (शाखाएं : दिल्ली, लखनऊ, शिमला), चेन्नै, गंगटोक, गोरखपुर (पूर्वी क्षेत्रीय कार्यालय पटना के साथ), इफाल, ईटावर, कोलकाता, कोरिया / चुचुथियालांग, शिलांग, दीनवर / जांग, पुवाहाटी / तेजपुर तथा अजमेर।  
Agardala, Aizawl, Aurangabad, Calicut (with Southern Regional Office at Pudukottai), Chandigarh Branches: Delhi, Lucknow, Shimla; Chennai; Gangtok, Gorakhpur (with Eastern Regional Office at Patna), Ifal, Itanagar, Kolkata, Kohima / Chuchuthialang, Shillong, Dinnar / Jang, Puhathi / Tezpur and Ajmer.

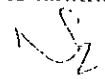
केन्द्र (with English translation) : Agartala, Aizwal, Aurangabad, Ajmer, Calicut, Chandigarh, Chennai, Delhi, Gangtok, Gorakhpur, Guwahati/Tezpur, Imphal, Itanagar, Kolkata, Kohima/Chuchuyimlang, Lucknow, Patna, Shimla, Shillong and Srinagar/Jammu

4. It is, therefore, requested to kindly implement the above guidelines with immediate effect and bring the same to the notice of all employees at the respective Centre.

5. This issues with the approval of ED, NIELIT.

Thanking you,

Yours faithfully,

  
[M.I. Siddiqui]  
Registrar

Copy to:

1. ED, NIELIT
2. CFO / DD (F), NIELIT HQ
3. DD (Admn) / AD(V), NIELIT HQ
4. Notice Boards, NIELIT HQ
5. Guard File.