

F.No.7(1)/E.Coord./2008  
Government of India  
Ministry of Finance  
Department of Expenditure  
(E-Coord. Branch)

New Delhi, the 4<sup>th</sup> December, 2008.

**OFFICE MEMORANDUM**

**Subject: Expenditure Management – Economy Measures and Rationalization of Expenditure – Guidelines related to LTC – Clarifications – reg.**

1.1 The undersigned is directed to refer to OM of even number dated 10 November 2008 regarding expenditure management and guidelines for LTC. In view of the references received in regard to the difficulties in determination of 'cheapest' economy fare, it is clarified that officers and/or their families may choose to travel on LTC by any airline provided that the fare does not exceed the fares offered by NACIL (Air India) under their LTC 80 scheme effective from 1 December, 2008 for sectors covered under the scheme, details of which are available on the website <http://www.indianairlines.in/scripts/leavetravelconcession.aspx>. For sectors not covered by the LTC 80 scheme of NACIL, officers should ensure that cheapest economy tickets are purchased by either booking through internet/airlines directly/authorized travel agents.

1.2 It may also be certified by each officer while submitting his/her LTC claim that no other benefit, other than air travel, has been availed of as a part of any package offered by any airline.

2. These orders will be applicable in the case of tickets booked on or after the date of issue. In respect of tickets booked between 10 November 2008 and the date of issue of these orders, LTC claims may be processed for clearance provided full fare economy tickets have not been purchased and no other benefits, except air travel, have been availed of.

*B. Bahri*

( BINA BAHRI )

Deputy Secretary to the Government of India

**All Secretaries to the Government of India**

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1. Cabinet Secretary
2. Secretary, Planning Commission
3. All Financial Advisers