

F.N. 31011/8/98-Estt.(A)  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
Estt.(A) Section  
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New Delhi, dated 31.3.1999

Subject:- Central Civil Services(LTC) Rules,1988-  
Clarifications - regarding.

Consequent upon implementation of the recommendations of the Fifth Central Pay Commission, CCS (LTC) Rules were amended vide this Department's Notifications No. 31011/7/97- Estt.(A) dated 28.10.97 (GSR No. 602-E) and 28.7.1998 (GSR No. 412-E). Certain clarifications have been sought by various Ministries/Departments from time to time. The doubts raised by various authorities are clarified as under:-

Points raised  
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Clarifications  
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1. Can an employee be entitled to travel by air travel via a station connected by air services even if the Home Town/declared place of visit is not directly connected by air services?

An employee entitled to travel by air can travel by the national carriers (and not by private airlines) to airport nearest to the Home Town or the declared place of visit in case where these are not directly connected by air services. The air journey in such cases shall, however, be performed by the shortest direct route.
2. Entitlement for journey by train has been modified through the Notification dated 28.7.1998, which came into force wef 1.10.1998. How the entitlement will be determined for a journey performed prior to 1st October, 1998.

The entitlement of an officer is to be determined strictly in terms of the orders in force and applicable on the date of commencement of the outward journey.
3. If an employee commenced his outward journey before 1.10.1998 but returned after 1.10.1998, how his claim shall be regulated.

The claim shall be regulated strictly in terms of the orders in force on the date of commencement of the outward journey.

4. LTC orders provide for journey by AC Chair Car in Rajdhani Express Trains by employees in the pay range of Rs.4,100 and above but less than Rs.8,000. In cases where Chair Car is not provided, can an employee travel by AC 3-Tier sleeper on such trains and claim reimbursement accordingly?
- Travels by Rajdhani Express is a special concession provided in the LTC Rules. In the circumstances, reimbursement of AC 3-Tier sleeper fare on trains in which Chair Car accommodation is not provided will not be permissible and the claim shall be restricted only to the applicable Chair Car fare.
5. LTC orders permit journeys by Rajdhani/Shatabdi Express Trains. Can the entitlement be determined on notional basis?
- No. In order to be entitled to reimbursement of fares applicable on Rajdhani or Shatabdi Express, the journeys in question have to be actually performed by these trains. In cases where LTC journeys are undertaken in trains other than Rajdhani or Shatabdi Express by a class of accommodation higher than the one to which the employee is entitled to or by an alternative mode of travel (e.g. by air) to which he/she is not entitled, reimbursement of fares cannot be determined on a notional basis with reference to the fares applicable by the entitled class on the Rajdhani/Shatabdi Express.
6. LTC orders provide for journey by Rajdhani/Shatabdi Express trains where both the originating and destination stations are directly connected by these trains. Can an employee travel by these trains if the Home Town/declared place of visit is not directly connected by rail but the nearest Railway Station is directly connected by Rajdhani/Shatabdi Trains?
- This will be permissible provided the employee concerned is entitled to travel by Rajdhani/Shatabdi Express on LTC.

7. If the Home town of an employee is connected by train but is not directly connected by Rajdhani/Shatabdi Express Trains. In such a case can the employee be entitled to travel partly by Rajdhani/Shatabdi Express Trains and partly by other train(s).

If the journey is actually performed by Rajdhani/Shatabdi Trains upto an enroute railway station by direct shortest route and thereafter the journey is completed in a train other than Rajdhani/Shatabdi trains, fare for both the types of trains by the entitled class would be admissible for the respective portion of journey.

8. Whether reimbursement is permissible in cases where an employee travels by a longer route or breaks journey when he is travelling only by Rajdhani Express trains. Can the reimbursement in such cases be restricted to the fare applicable on Rajdhani Express trains by the shortest direct route or will only the ordinary train fare be admissible?

Reimbursement of fares by the entitled class of accommodation applicable on Rajdhani/Shatabdi Express by the shortest direct route, shall be permissible provided all the legs of the journey are actually performed exclusively by these trains and both the originating and destination stations are directly connected by these trains.

9. If an employee travels partly by Rajdhani/Shatabdi Express trains and partly by other train(s) or by any other mode of transport, such as ship, bus, etc., how is the LTC claim to be regulated?

As already clarified at Sl. No. 7 above, in cases where travel on LTC is performed partly by Rajdhani/Shatabdi Express and partly by other trains/modes of transport the claim shall be reimbursable subject to the condition that the journey is performed by the shortest route.

10. Certain places are not directly connected by trains and one has to change train at nearest rail head. In such cases can journey be undertaken upto nearest rail head which is connected by Rajdhani/Shatabdi Express?

Clarification in respect of Sl. No. 9 may be seen in this connection.

11. If the originating and terminating points fall on the routes of Rajdhani/Shatabdi Express Trains but these trains do not halt at these stations, can an employee travel by Rajdhani/Shatabdi Express and claim reimbursement?

The employee can travel by Rajdhani/Shatabdi Express upto the nearest enroute station which should not be beyond the destination i.e. Home Town or the declared place of visit.

12. If two stations are connected by direct trains but the route traversed by such trains is not the shortest, can the fare applicable for travel by the direct longer route be reimbursed in full?

Yes, provided travel by the longer route on LTC has been specifically recognised and approved by the Government in terms of the separate orders issued in this regard from time to time.

13. Revised LTC orders permit travel by private vehicles i.e. Taxi, Autorickshaw, etc. it may be clarified whether the orders prohibiting LTC journeys by road in a private, hired vehicle or by own vehicles have been withdrawn. If so, in such cases, can the claim be restricted to the bus fare or the fare actually paid?

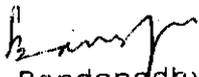
Journeys on LTC by taxi, autorickshaw, etc. are permissible only between places which are not connected by rail. This is further subject to the condition that these modes of transports operate on a regular basis from point to point with the specific approval of the State Governments/Transport Authorities concerned and are authorised to ply as public carriers. The existing restrictions on travel by private chartered vehicles, own vehicles etc. shall, therefore, continue to be in force and applicable. No reimbursement shall be permissible in such cases.

14. If journeys on LTC are performed by taxi or auto-rickshaw between stations connected by rail and/or bus, can the LTC claim be restricted to the bus fare? If not, what amount be admissible?

Journeys by taxi, auto-rickshaw, etc. are permissible only between places not connected by rail and subject to the further condition that these operate on a regular basis from point to point with the specific approval of the State Governments/Transport Authorities concerned. Journeys by these modes on LTC are not permissible between places connected by rail.

15. Can claims in respect of local journeys performed by taxi, autorickshaw, etc. from the residence to the Railway Station, airport, etc. and vice-versa be restricted to the applicable bus fare? Incidental expenditure incurred on local journeys between the residence/ place of stay and the airport/ railway station/ bus terminal are not reimbursible.
16. LTC Rules provide that when a journey is performed by taxi, autorickshaw, etc. the claim shall be restricted to the entitled bus fare. However, various State Roadways corporations operate on the same route but have different fare structures. How will the claim be regulated in such a situation? When journey on LTC is actually undertaken by buses operated by a State Roadways Corporation, the actual fare paid by the entitled type of bus shall be reimbursible. As clarified against Sl. No. 13, journeys on LTC by taxi, autorickshaw, etc. are permissible only between places not connected by rail and subject to the conditions specified. When journeys are performed by these modes, and more than one State Roadways Corporation operate on the route, the lowest fare applicable on the route is reimbursible.

Hindi version will follow.

  
(Smt. S. Bandopadhyay)  
Director (E.II)

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