

New Delhi-1, the 11th December, 1958  
20th Agra, 1880

OFFICE MEMORANDUM

Subject:- Travel Concession to Government servants during regular leave - Further clarification of orders regarding-

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The undersigned is directed to refer to this Ministry's Office Memorandum No. 43/1/55-Ests(I)-Part II, dated the 11th October, 1956 and subsequent clarificatory Office Memoranda No. 43/5/57-Ests(A), dated the 4th September 1957 and 11th February, 1958 and No. 43/10/58-Ests(A), dated the 11th April, 1958, on the subject noted above, and to communicate the following further clarifications and decisions for the information and guidance of all concerned:

✓ (a) Para. 1(b) of Office Memorandum dated the 11th October, 1956:

Leave travel concession will be admissible to the members of a Government servant's family with reference to the facts existing at the time of forward and return journeys independently. The following types of cases are given by way of illustration:

I. Entitled to reimbursement in respect of the outward journey only:

- (i) A dependent son/daughter getting employment or getting married after going to home-town or remaining there for prosecution of studies.
- (ii) The family having performed the journey to home-town have no intention of completing the return journey from home-town, provided the Government servant foregoes in writing the concession in respect of the return journey if performed by the family members at a subsequent date.

II. Entitled to re-imbusement in respect of the return journey only:

- (i) A newly married wife coming from home-town to headquarters station or a wife who has been living long at home town and did not avail herself of the leave travel concession in respect of the outward journey.
- (ii) A dependent son/daughter returning with parents or coming alone from home town where he/she has been prosecuting studies or living with grand parents etc.
- (iii) A child who was previously below three/twelve years of age but has completed three/twelve years of age only at the time of the return-journey.
- (iv) A child legally adopted by a Government servant while staying in the home-town.

(b): Para.1(7) of Office Memorandum dated the 11th October, 1956:

The concession will also be admissible to a Government servant and his family in respect of only the outward journey from headquarters to home-town during 'refused leave' and 'terminal leave', provided the concession had not been availed of earlier during that particular block of two calendar years. In cases of leave preparatory to retirement, refused and terminal leave, the journey by both the Government servant and his family members should, however, commence within the period of leave.

(c): Para.1(d) of Office Memorandum dated the 4th September, 1957:

The words 'any time from that date' occurring in the 3rd line of the sub-para to this para should read as 'any time from the 11th October, 1956'.

(d): Para.2(g) (iii) of Office Memorandum dated the 4th September, 1957:

There is no objection to a Government servant or his family members availing themselves of concessional Circular Trip Ticket offered by the Railway authorities in conjunction with the leave travel concession.

It will also be permissible while utilising such a concessional ticket, to travel in any class, higher or lower than the entitled one.

In such cases, double the fares for [250 miles] should be calculated proportionately on the basis of the concessional fare charged by the railways for the entitled or the lower class actually used and this amount deducted from the fare for the shortest route between headquarters and the home town, calculated proportionately on the basis of the concessional fare charged. (The amount reimbursable to the Government servant will then be 9/10th of the balance.)

2. In so far as the personnel serving in the Indian Audit & Accounts Department are concerned, these orders have been issued after consultation with the Comptroller & Auditor General.

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To

All Ministries of the Government of India including Ministry of Finance (Defence) Department of Revenue, Expenditure and the Deptt. of Economic Affairs; C&I (Company Law Admn.); the Branch Secretariat of the Minister for Minority Affairs No.14, Theatre Road, Calcutta-16; Deptt. of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General Resettlement & Employment; Director General, Posts & Telegraphs; Director, ... 3/

Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School Delhi/Grand Hotel, Simla; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Registrar General, India; U.P.S.C.; Election Commission; Military Secretary/Secretary to the President; Establishment Officer to the Govt. of India; Comptroller and Auditor General of India; Planning Commission; Planning Commission (Programme Evaluation Orgn.); Supreme Court; Commissioner for Scheduled Castes/Tribes; Pay Commission; Deptt. of Atomic Energy, Appolo Pier Rd., Bombay-1; Commandant National Fire Service Training College, Nagpur; Commandant, Central Emergency Relief Training Institute Nagpur; I.G. Central Reserve Police, Delhi; Ministry of Rehabilitation (Branch Sectt. 8, Theatre Road, Calcutta; Commissioner for Linguistic Minorities, Allahabad; Social Welfare and Rehabilitation Directorate, 'P' Block, New Delhi.

- All Administrations in Union Territories.
- All Officers and Sections in the Ministry of Home Affairs.
- All Accountants General (with 3 spare copies)
- Est. IV/B Finance Ministry (with 20 spare copies).

Subhash" 12/12/58