

Copy of Office Memorandum No.43/15/57-Ests(A),
dated the 24th June, 1958 from Deputy Secretary to the
Government of India, Ministry of Home Affairs, New Delhi
to All Ministries of the Government of India and etc.

Subject:- Definition of the term "home-town" for the
purpose of the Leave Travel Concession.

The undersigned is directed to refer to this Ministry
Office Memorandum No.43/1/55-Ests(A)-Part II, dated 11th
October, 1956, and to say that from time to time enquiries
have been received as to how exactly the "home-town" should
be determined. The conditions of ownership of property and
permanent residence of relatives laid down in para.1(a) of
this Ministry's Office Memorandum of 11th October, 1956 are
only illustrative and not exhaustive for determining one's
home town. The correct test to determine whether a place
declared by a Government servant may be accepted as his home
town or not is to check whether it is the place where the
Government servant would normally reside but for his absence
from such a station for service under Government. The criteria
mentioned below may therefore, be applied to determine whether
the Government servant's declaration may be accepted:

- (i) Whether the place declared by the Government
servant is the one which requires his physical
presence at intervals for discharging various
domestic and social obligations, and, if so,
whether after his entry into service, the Govt.
servant had been visiting that place frequently.
- (ii) Whether the Government servant owns residential
property in that place or whether he is a member
of a joint family having such property there.
- (iii) Whether his near relations are resident in
that place.
- (iv) Whether, prior to his entry into Government serv
the Government servant had been living there for
some years.

Note:- The criteria, one after the other, need be applied
only in cases where the immediately preceding criterion is
not satisfied.

Where the Government servant or the family of which
he is a member owns residential or landed property in more
than one place, it is left to the Government servant to make
a choice giving reasons for the same, provided that the
decision of the Controlling Officer whether or not to accept
such a place as the home town of the Government servant shall
be final.

When the presence of near relations at a particular
place is to be the determining criterion for the acceptance
declaration of "home town", the presence of near relations
should be of a more or less permanent nature.

2. It has been decided, in view of the comprehensive
revised definition of "home town", to give a further opportunity
to declare the home towns afresh within a time limit (initially
the 31st October, 1958) to all those who might be affected
by the revised definition (e.g. whose earlier declarations

were rejected but who would now become eligible to declare particular places as their home towns, or who might like to have a change effected in the light of the revised criteria. Such fresh declaration after approval by the Controlling Officer will be treated as the "first declaration" and not as a change of declaration in terms of para.1(4) of this Ministry's Office Memorandum No.45/1/55-Est, Part II, dated the 11th October, 1956.

3. Those Government servants who because of the revised definition now become eligible for the leave travel concessions would, however, be eligible only for the concessions granted from the one relating to the 1958-59 block.

4. The Controlling Officers are requested to circulate these instructions expeditiously and have the work relating to declarations of home towns completed by the 31st October 1958.

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