

No.43/6/73-Ests (A)
Government of India/Bharat Sarkar
Cabinet Secretariat/Mantri-mandal Sachivalaya
Department of Personnel and Administrative Reforms
(Karmik aur Prashasanik Sudhar Vibhag)

New Delhi, the 11th March, 1974.

OFFICE MEMORANDUM

Subject:- Leave Travel Concession in respect of Central Government employees in Class-II, III & IV services/ posts - recommendation of the Third Central Pay Commission.

In Paragraphs 12, 13 & 14 of Chapter-58 of their Report, the Third Central Pay Commission have recommended as follows:-

- (a) "We feel that the best course would be to continue with the existing provision as regards the journeys to home-towns once in a block of four years, every Government employee should be allowed to avail of the LTC for journeys to any place in India subject to all other conditions laid down in the existing scheme. We recommend accordingly. In allowing the concession of journeys to places other than home-towns, the benefit should be extended to those employees also whose home-towns are situated within 400 kms., or, in the case of Class IV servants, within 160 kms."
- (b) "As regards the definition of family for purposes of the LTC, we recommend that it should be the same as suggested by us for purposes of travelling allowance for journeys on transfer."
- (c) "An employee can avail of the travel concessions only if he takes regular leave for a minimum period of 15 days, although the condition of leave does not apply to journeys performed by the members of family of Government servants. In our view, the existing restriction is an unnecessary irritant and the employees are sometimes forced to take leave simply to become entitled to this concession. Thus, the employee remains absent from duty for a longer period than would be the case if the LTC provided also for journeys performed during casual leave. We, therefore, recommend that the employees should be permitted to avail of the Leave Travel Concession for journeys performed during casual leave also without specifying any minimum period of absence."

2. These recommendations have been accepted in respect -

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of civilian employees of the Central Government in Class II, III and IV services/posts vide Ministry of Finance, Department of Expenditure Resolution No. 70(34)/73-Imp.Cell published in the Gazette of India - Extraordinary - Part I - Section 1 dated November 1, 1973.

3. Accordingly, the President is pleased to decide that the existing Leave Travel Concession Scheme admissible to Central Government employees vide Ministry of Home Affairs O.H.No. 43/1/55-Estt(A)- Pt.II, dated 11.10.1956, as amended from time to time, shall be modified to the extent indicated below in so far as it relates to civilian employees of the Central Government in Class II, III and IV services/ posts, with immediate effect:-

- (i) The definition of 'family' for purposes of the Leave Travel Concession to the home town will be the same as that which has been accepted vide item (e) of item 28 of the resolution, referred to in para 2 above, for purposes of travelling allowance for journeys on transfer.
- (ii) The concession will also be admissible for journeys performed by the Government servant during regular leave, or casual leave, as the case may be, irrespective of their duration.
- (iii) Once in a block of four calendar years commencing from the year 1974, every civilian employee of the Central Government in Class II, III & IV services/posts (including those whose home towns are situated within 400 kms or, in the case of Government servants in Class IV services/posts, 160 kms) would be entitled to avail himself of the Leave Travel Concession for journeys to any place in India, subject to all other conditions laid down in the existing Scheme, as modified by (i) and (ii) above. In particular, the concession for travelling to any place in India, if not utilised, during a block of four years, could be carried forward to the first year of the next block of four years.

Civilian employees who are entitled to Leave Travel Concession for journeys to their home town under the existing Scheme will also be eligible to avail themselves of the concession to travel to any place in India once in block of four years; but, if this concession is utilised, it will be in lieu of, and adjusted against, the Leave Travel Concession to the home town including the concession, if any, carried forward, to which they may be entitled at the time the journey to any place in India is undertaken. Further, such employees will be entitled to carry forward the concession to travel to any place in India to the first year of the next block of four years only if they are entitled to a carried forward Leave Travel Concession to home town for that year.

It is also clarified that in the case of such employees as have carried forward the Leave Travel Concession to the home town pertaining to the block 1972-73 to 1974, only one out of the three journeys (including the above carried forward) that they are entitled to in the block of years 1974-77 can be utilised for performing a journey to a place other than the home town. In view of the provision for carry forward, this journey can either be performed in the period 1974-77, or if not performed, it can be carried forward to 1978, the first year of the next block, provided the Leave Travel Concession for the home town for the block/year 1976-77 has not been utilised.

4. All other conditions for grant of LTC in so far as civilian employees of the Central Government in Class II, III & IV services/posts are concerned, will stand unaltered.

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

6. Hindi Version of this O.M. will follow.

AUTHORISED FOR ISSUE

(H.S. DHILLON)
SECTION OFFICER.

(P.S. VENKATASHVARAM)
UNDER SECRETARY TO THE GOVT. OF INDIA,

To

All Ministries/Departments etc. etc. with usual number of spare copies.

No. 43/6/73-Ests(A) Dated, the 11 March, 1974.

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 - (6) All Attached and Subordinate officers to Deptt. of Personnel and Administrative Reforms and H/Honca Affairs.
 - (7) Deptt. of Cabinet Affairs, New Delhi.
 - (8) All officers and Sections of Deptt. of Personnel and Administrative R forms & Ministry of Home Affairs.
 - (9) All Staff Side members of National Council (JNC).

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