

No.43/7/60.-Ests.(A)  
Government of India  
Ministry of Home Affairs

...  
New Delhi-11, the 17 August 1961  
26 Sravana 1883

OFFICE MEMORANDUM

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

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The undersigned is directed to say that the original Leave Travel Concession Scheme contained in this Ministry's O.M.No.43/1/55-Ests(A)-Part II, dated 11th October 1956 envisaged that the members of the family of a Government servant should travel with him both ways, in order to enable him to claim reimbursement of his travel expenses in accordance with the provisions of the Scheme. This requirement was relaxed, to some extent, in April, 1958, and it was decided that the Government servant and his family members could travel either independently or together, as might be convenient to them, and the claim for reimbursement in respect of the journey of one need not depend on the journey performed by the other. The Government servant could, therefore, claim reimbursement in respect of the journey performed by the family members, provided the return journey was completed within six months of the outward journey, even though the Government servant himself might not have undertaken the journey either way. The members of the family (other than those who actually accompanied him), however, were to be regarded as a single entity and were expected to travel together. In case they travelled in different groups at different times, reimbursement could be claimed in respect of only one such group at the option of the Government servant. It has been urged that in spite of this relaxation, there is still some hardship inasmuch as it is not always convenient to officers to arrange for their families to travel together and the employees were prevented from claiming reimbursement of expenses incurred on the journeys performed by some members of their family.

It has now been decided that the members of the family of a Government servant may either travel together or separately in different groups as may be convenient to them. Where they travel in different groups, at different times, reimbursement of expenditure may be allowed in respect of each such group if the outward journey of the last of such groups commences before the expiry of six months from the date of commencement of the outward journey by the first group and the return journey of each group must be completed within six months from the date of commencement of the outward journey by that group. This condition may be relaxed in special cases by administrative Ministries and in the case of the staff of the Indian Audit and Accounts Department by the Comptroller & Auditor General at their discretion.

Where advances are sanctioned separately for each different group of family members of the Government servant.

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According to para. 1(b) of this Ministry's O.M. No. 6/7/59-Ests(1), dated 6th October 1960, the Government servants and their families who are unable to avail themselves of the concession in a block of two years may be permitted to avail of the concession before the end of the first year of the next block. In view of the relaxation agreed to in the previous paragraph, it has been decided that the concession admissible for a particular block of two years, which is not availed of during that block, should be made available in the first year of the next block to the Government servant and his family independently of each other.

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3. One of the basic conditions governing the L.T.C. Scheme is that Government's liability for the cost of railway fare or actual expenses for travel between a Government servant's headquarters and his home-town should be limited to the share of the fare by the shortest route. In some cases, however, the term "shortest route" has been interpreted to mean the cheapest route and it was brought to the notice of this Ministry that this has resulted in hardship in some cases where the individuals travelled by a route considered shortest in point of time though it was a little costlier. It has, accordingly, been decided that the term "shortest route" under the L.T.C. Scheme should be given the same interpretation as recognised for travel on duty.

4. These orders will take effect from the date of issue but claims which are pending on the date of issue may be dealt with under these orders. Past cases in which decisions have already been taken should however not be reopened.

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 and Auditor General.

*K. M. Singh*  
( K. M. SINGH )

UNDER SECRETARY TO THE GOVERNMENT OF INDIA.

To

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1. All Ministries etc.
  2. All Union Territories.
  3. All Zonal Councils.
  4. All Accountant Generals
  5. Ministry of Finance (E.IV/E) (with 20 spare copies).

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Copy to all officers/Sections in the Ministry of Home Affairs.

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Gupta/10.8.61.