

F.No.A-27017/37/2017-Ad.VI(A)
Government of India
Ministry of Finance
Department of Revenue
(Central Board of Direct Taxes)

... North Block, New Delhi, Date 04.08.2017

To

All Pr.CCITs / Pr. DGIT,
All CGITs /DGIT

Subject: Guidelines on Air Travel on Official Tours- Purchase of air ticket from authorized agent and clarification on permission to travel by private airlines.

Sir,

I am directed to circulate herewith the following documents relating to permission to travel by private airlines:

- i. D/o Expenditure's O.M No. 19024/22/2017-E.IV dated 19.07.2017
- ii. Ministry of Civil Aviation's O.M No.AV-18050/1/2017-AI dated 10.07.2017.

2. All the officers are requested to follow these guidelines/instructions while travelling through air. Henceforth, Department of Expenditure shall not entertain relaxation on account of ignorance/unawareness of the guidelines regarding purchase of air tickets either directly from Airlines or from the authorized travel agents.

Encl: as above

Yours faithfully,



(Yogesh Sharma)

Under Secretary to the Govt. of India

Copy to:

1. Data Base Cell for uploading on irsofficeronline.gov.in.

No. 19024/22/2017-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi

Dated the 19th July, 2017

Office Memorandum

Subject: - Guidelines on Air Travel on Official Tours – Purchase of air ticket from authorized agent.

The undersigned is directed to refer to this Departments' O.M. No. 19024/1/2005-E.IV dated 24.03.2006, O.M. No. 19024/1/2009-E.IV dated 16.09.2010 and O.M. No. 19024/1/2012-E.IV dated 09.07.2013 regarding guidelines on Air travel. As per these guidelines, in all cases of "Air Travel where the Government of India bears the cost of air passage. Air Tickets may be purchased directly from Airlines (at Booking counters/office/Website of Airlines) and if needed, by utilizing the services of three Authorized Travel Agents viz. M/s Balmer Lawrie & Company Limited (BLCL), M/s Ashok Travels & Tours (ATT) and Indian Railways Catering and Tourism Corporation Ltd. (IRCTC).

2. This Department is receiving a large number of proposals from various Ministries/Departments seeking ex-post-facto relaxation of the prescribed procedure for purchase of air tickets from authorized travel agents only.

3. The matter has been reconsidered in this Department. All Ministries/Departments are again directed to:

(i) Ensure strict compliance of extant guidelines for purchase of air ticket directly from Airlines (at Booking counters/office/Website of Airlines) or from three authorized Travel Agents viz. M/s Balmer Lawrie & Company Limited, M/s Ashok Travels & Tours and IRCTC only by all officials/offices under their control. Henceforth relaxation on account of ignorance/unawareness of these guidelines will not be considered by this Department.

ii) In case of non-availability of authorized agent at a particular place, ticket may be booked from website of Airlines or web portal of Balmer Lawrie & Company Ltd., M/s Ashok Travels & Tours and IRCTC.

iii) In respect of Non-officials of Committees/Boards/Panels, the concerned Ministry/Department have to mention in the meeting notice that the Non-official Member has to purchase the ticket from authorized travel agent only otherwise his claim will not be settled by that Ministry/Department.

iv) All Ministries/Departments of the Government of India, etc. have to widely circulate this O.M. in all offices including attached/subordinate offices/ autonomous bodies under their control with specific instructions to Heads of Departments concerned for strict compliance of these guidelines. Non-compliance of these guidelines by Ministries/Departments will be treated as lapse on the part of the concerned Ministry/Department.



(Nirmala Dev)

Deputy Secretary to the Government of India

All Ministries/Departments of the Government of India as per standard distribution list

Copy O/o C&AG, UPSC etc. as per standard endorsement list.

Rajiv
20/7/17
SO (IFC-ABT)
To, *Vibial*
20/7/17 *MJ. Manoj*

No. AV-18050/1/2017-AI
Government of India
Ministry of Civil Aviation

Rajiv Gandhi Bhawan, Safdarjung Airport
New Delhi-110003, Dated: 10.07.2017

OFFICE MEMORANDUM

Subject: Clarification on permission to travel by private airlines on the sectors where Air India does not operate its flight.

The undersigned is directed to refer to this Ministry's O.M No AV-18050/1/2017-AI dated 05.06.2017 and to state that subsequent to issuance of the above mentioned O.M, a number of queries have been received in the Ministry whether the provisions contained in this Ministry's O.M No AV-18050/1/2017-AI dated 05.06.2017 are also applicable in the case of Leave Travel Concession. Queries are also raised whether the provisions of the above mentioned OM are also applicable in cases where there is no Air India flight between two cities but they are connected through any connecting flight of Air India.

2. The above issues have been examined in this Ministry and it is stated that provisions contained in O.M No AV-18050/1/2017-AI dated 05.06.2017 is not applicable in cases of LTC. It is further stated that the relaxation for travel by private airlines was given in those sectors only where Air India Limited is not operating. However, if the sectors are connected with any Air India connecting flights, Government officers should prefer to travel by Air India in accordance with the provision contained in Ministry of Finance's O.M No. 19024/1/2009-E.IV dated 07.06.2016.

Chandra Kishore Shukla
(Chandra Kishore Shukla)
Under Secretary to Government of India
Tel: 24619282

To
All Secretaries, Govt. of India
All Financial Advisors, Govt. of India

Rajiv
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