

फैक्स संदेश संख्या 10 / मा.क.अ.प. मुख्या.
दिनांक 01/01/2014
पृष्ठों की संख्या 04



**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN: NEW DELHI**

F.No.FIN./10 /1/2009-CDN (A&A)

Dated the 27th December, 2013

ENDORSEMENT

The Ministry of Heavy Industries Public Enterprises, Department of Public Enterprises has circulated Guidelines on irregularities and misuse in granting Leave Travel Concession (LTC). As approved by competent authority OM. No. 2(33)13- DPE-(WC) dated 9th December, 2013 has been uploaded on the ICAR Web-Site www.icar.org.in for information, guidance and compliance.

31/12/2013
(Rajesh Bahay)

Sr. Finance & Accounts Officer

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9. Shri Hans Raj, Information System Officer, DKMA, KAB-I for posting the above mentioned Office Memorandum in the ICAR Web-Site.
10. Secretary (Staff Side), CJSC, NRC on Meat, Hyderabad.
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F. No. 2 (33)-13-DPE-(WC)
Government of India
Ministry of Heavy Industries & Public Enterprises
Department of Public Enterprises

Public Enterprises Bhawan
Block No.14, CGO Complex, Lodhi Road
New Delhi, 09th December, 2013

अवर सचिव एवं वित्त सलाहकार
(वित्त) अंत्य-परिषद्
Addl. Secretary & Fin. Adviser
(DARENCAT)
डा. सं./उ. सं. No. 473/2
Date: 10/12/13

OFFICE MEMORANDUM

Subject:- Irregularities and Misuse in Granting Leave Travel Concession.

Cabinet Secretariat, while forwarding a copy of a D.O. letter dated 8.10.2013 (copy enclosed) from the Chief Vigilance Commissioner addressed to the Cabinet Secretary on the above subject, has requested that a review of the rules and guidelines regarding LTC/LTA may be undertaken by all concerned including the CPSEs to ensure that any misuse of this benefit is curbed. It is also the direction of the CVC that strict action may be taken against the erring officials in specific instances which come to the notice of CPSEs administrative Ministries/Departments.

2. All the CPSEs/administrative Ministries/Departments are requested to ensure compliance of the above mentioned directives of Chief Vigilance Commission and report the same to this Department.

(Signature)
(M. Subbarayan)
Director

Encl: As above

To, All the Administrative Ministries/Departments of the Government of India (Secretary by name)

- Copy to: *S.P. Singh (I)*
1. The Chief Executives of Central Public Sector Enterprises.
 2. All Financial Advisers in the administrative Ministries/Departments.
 3. Comptroller & Auditor General of India, (Commercial Audit Wing) 9, Deen Dayal Upadhayay Marg, New Delhi-110002.
 4. Department of Expenditure (Sh. S. Krishnamoorthi, Under Secretary- E-II (A) North Block, New Delhi.
 5. NIC, DPE with the request to upload this O.M. on to the DPE website.
 6. Cabinet Secretariat (Shri Rajiv Kumar Jain, Under Secretary), Rashtrapati Bhawan New Delhi.

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Pl circulate to all
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Dir (A), ICAR
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O. CDW (A. A.)
(Signature)
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D.O. No.013/VGL/049/228545

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प्रदीप कुमार
PRADEEP KUMAR



केन्द्रीय सतर्कता आयुक्त
केन्द्रीय सतर्कता आयोग
Central Vigilance Commissioner
Central Vigilance Commission

October 8, 2013

Dear Mr. Ajit Sethi,

The Commission has come across instances of large scale irregularities and misuse in availing Leave Travel Concession (LTC) in violation of the guidelines and scheme by public servants in the Central Government, its Public Sector Enterprises (PSEs) and Public Sector Banks.

2. The modus operandi adopted includes use of forged/fake Air India (AI) tickets & boarding passes, and claiming irregular reimbursements. LTC fare tickets of AI are substantially higher than the flexi/easy fares offered by AI. There is a tendency to indulge in irregular claims like travelling by flexi/easy fare tickets by Air India and receiving cash discounts for the difference between LTC fare and flexi/easy fare from travel agents. In certain cases of travel to Port Blair and North East sectors, the tickets submitted by the employees were found forged, reflecting higher fares than the declared fare of the Airline for that class. Instances of officials not travelling at all and preferring LTC claims with fake boarding passes and/or fake tickets / tickets which have been subsequently cancelled has also been observed.

3. In the PSEs/Banks etc., the LTC facility is being used by officials for visiting abroad in collusion with certain Airlines and travel agents. In State Bank of India and its subsidiaries, the guidelines of LTC have been relaxed to allow an officer to visit a foreign land on a circuitous route while the designated place has to be in India. A few instances have come to notice where officers visited foreign destinations and thereafter visited the designated place using a circuitous route on flexi/easy fare and claims were settled on the basis of full fare of entitled class to the designated place in India. For example, a visit to Port Blair was made via Hongkong/Bangkok. In another case, visit was made from Jaipur to Port Blair via Rio-De-Janeiro and full fare of circuitous route was claimed and allowed. Such guidelines and interpretation of circuitous route are being greatly abused whereby huge expenditure is incurred on LTC by the banks. Even instances of receipt of cash discounts from travel agents have been observed.

Handwritten notes on the left margin including initials and dates like '17/10', '14/10', and '19/10'.

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4. Such cases/instances of misuse have also been noticed by the Commission in Shipping Corporation of India (SCI), Ordnance Factory Board (OFB), Rajya Sabha Secretariat, State Bank of India (SBI) and State Bank of Bikaner & Jaipur (SBBJ). While cases relating to SCI and OFB have been referred to CBI, regular departmental action (RDA) has been advised in case of SBI.

5. I would therefore, suggest that a review of the rules and guidelines for leave travel concession/leave travel allowance (LTC/LTA) in Government, as well as in PSEs and PSBs is undertaken and appropriate instructions are issued to curb such blatant misuse of LTC/LTA facilities by public servants. Ministries/ Departments and Organisations may be instructed to take strict departmental action against the erring officials in specific instances which come to their notice.

With regards,

Yours faithfully,

Pradeep Kumar

(Pradeep Kumar)

Shri Ajit Kumar Seth,
Cabinet Secretary,
Cabinet Secretariat,
Rashtrapati Bhawan,
New Delhi.