



रक्षा लेखा महानियंत्रक, उलान बटार रोड, पालम, दिल्ली -110010

Controller General of Defence Accounts Ulan Batar Road, Palam, Delhi Cantt-110010

IMPORTANT CIRCULAR

No. AN/XIV/14162/TA/DA/LTC/Devaiton/Vol-V
To

Dated : 27/06/2017
27/7/2017

All PCsDA/CsDA/PCFA/ICFA/PIFA/IFA

Sub: Instructions on booking of tickets from an agency other than the authorized Travel agents

Attention is invited to references received from various controllers on the above subject. In this connection, please refer to Ministry of Finance, Deptt of Expenditure OM No 19024/1/2009-E-IV dated 16.09.2010 reiterating guidelines on Air Travel on TOUR/LTC circulated vide this HQrs office circular bearing No.AN/XIV/VIth CPC/Circular/Vol-IV dated 16/09/2010 and No. AN/XIV/14162/TA/DA/LTC dated 24.08.2011 & dated 23.01.2012, wherein it was requested to give wide publicity to the guidelines issued by the Ministry of Finance, Deptt of Expenditure concerning air travel and booking of air tickets only from authorized travel agents by Officers/Staff of the Defence Accounts Department.

2. In spite of repeated instructions/important circulars issued by this HQrs office on the above matter, some cases are still being received in this HQrs office for clarification/relaxation on admissibility of TA/DA/LTC claims, on journeys performed by Air India/Private airlines by officers on Tour/LTC by purchasing air tickets through private travel agent i.e other than authorized travel agents viz. M/s Balmer Lawrie & Company, M/s Ashok Travels and Tours, IRCTC in violation of the guidelines laid down in Ministry of Finance, Deptt of Expenditure, OM dated 16/09/2010 and also instruction issued on 09.07.2013 and 19.06.2014.

3. This has been viewed very seriously by the Competent Authority and once again reiterated that in terms of the provisions contained in MoF, Deptt of Expenditure OM dated 16/09/2010 and dated 09.07.2013 & 19.06.2014, air tickets may be purchased directly from authorized Airlines (at Booking Counters/Website of Airlines) or by utilizing the services of authorized Travel Agents viz M/s Balmer Lawrie & Company, M/s Ashok Travels and Tours & IRCTC.

For staff implementation

40/TA

Place it in the website and in notice board

*Bvg
04/07.
AAO/EDP.*

10-9-25

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4. The contents of this important circular may please be given wide publicity and brought to the notice of all concerned serving under your office/organization. It is further directed that all cases of air travel where the guidelines issued by MoF, Deptt of Expenditure have not been followed, are to be disallowed at your end without any reference being made to this HQrs Office.

5. Please acknowledge receipt.


(Kavita Garg)
Sr.Dy.CGDA

Copy to: -

1. AN-IV (Local)
2. AT-4 (Local)
3. EDP Centre : - For uploading on CGDA Website
4. Library
5. MNB, AN-XIV


(Sr. Accounts Officer (AN))