

**FINANCE & ACCOUNTS OFFICE
INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**

No. IITR/F&A/T.A Bills/96

Dated: June 30, 2014

NOTIFICATION


Sub: Booking of Air Tickets for the journey of Leave Travel
Concession from the authorized agents.

In compliance of office Memorandum No. 19024/1/2012-E.IV dated 9th July 2013 issued by the Government of India, Ministry of Finance, it is hereby informed to all the employees that the tickets for LTC travel are required to be booked directly from the Air India website, Air India counter, or from the following authorized agents :-

1. M/s Balmer Lawrie & Company Ltd. (BLCL).
2. M/s Ashoka Travels & Tours (ATT).
3. Indian Railway Catering & Tourism Corporation (IRCTC).

Further, the Air Tickets already booked prior to the date of issue of this notification through private agents, if any, would be accepted. **In no case the booking of Air Tickets for LTC through any other agency is permissible after the date of issue of this notification.**

This has the approval of the Competent Authority.


(P.K. Ghosh) 27/6/14
Dean, Finance & Planning

Copy to: -

1. A.R. to Director for Director's kind information.
2. Supdt. to Dy. Director for Director's Kind Information.
3. All Deans.
4. All Heads of Departments/Offices/Centres.
5. Chairman Estate & Works.
6. Prof. Incharge, Saharanpur Campus, IIT Roorkee.