

THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
(Accounts Section)

No.NIHFw/Acctts./LTC/19-10/2018-21

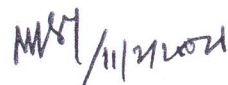
Dated: 11.2.2021.

Circular

It has been observed that employees of NIHFw are availing LTC (Home Town / Bharat Darshan) by using own car and thereof availing Earned Leave encashment which is not acceptable. In this context attention is drawn towards the Dept. Of Per. & Trg. O.M. No.31011/3/2009-Estt.(A) dated 28.10.2009 wherein it has been decided in relaxation of LTC Rules to authorise the Head of Department to allow use of own / hired taxi for LTC journey on account of disability of the Government servant or dependent family member after obtaining following papers / conditions to avoid misuse of such relaxation:

- i.) Medical certificate from competent authority.
- ii.) Undertaking from Government servant that journey in authorised mode is not feasible and he actually travelled by own car / hired taxi.
- iii.) Such claim should not be more than journey performed by entitled class by rail / air by the shortest route.

This issue with the approval of Competent Authority, NIHFw.


(Prof.Mihir Kumar Mallick)
Actg.Deputy Director (Admn.)

Copy to:

1. All concerned HODs/Sectional Heads.
2. Section Officer, Accounts/Admn.I/Admn.II.
3. PA to Director / Dean / DD(A)
4. ✓ Computer Centre, kindly upload circular in the Institute's website.