

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Ref. No.NITUK/Estt./2014/LTC/045/A-304

Date: 19/11/14

CIRCULAR

It is hereby reiterated that all the employees of the Institute shall follow the guidelines strictly regarding Air Travel on LTC as under:-

- a) Travel by Air India only.
- b) In Economy class only, irrespective of entitlement.
- c) LTC-80 ticket of Air India only to be purchased.
- d) Air Tickets may be purchased directly from 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 & Tours and IRCTC.

It is further informed that in cases where the air fare paid for travel by Air India happens to be less than LTC-80 class of Air India, it is clarified that reimbursement of air fare lower than the LTC-80 air fare of Air India will also be admissible for journeys performed by Air India under LTC as the intention is to ensure that the LTC claim should not in any case, exceed LTC-80 fare of Air India. *In such cases, the claimant has to submit a certificate that the fare paid less than LTC-80 class of Air India.*


Director

Copy to:-

1. All the employees
2. Assistant Registrar (Admn.)
3. Superintendent (A/cs.)
4. PA to Director
5. Guard File – For record