

I/114349/2023

ECF-268683/369  
GOVT. OF ASSAM  
PERSONNEL (A) DEPARTMENT  
ASSAM SECRETARIAT (CIVIL) DISPUR  
GUWAHATI-781006

Dated Dispur, the 2nd February, 2023

To

Md. Farouk Alam, ACS,  
Commissioner & Secretary to the Govt. of Assam  
Sports & Youth Welfare Department.  
Dispur, Ghy-06

Sub: **Grant of Leave Travel Concession**

Sir,

With reference to the subject cited above, I am directed to say that you are allowed to avail Leave Travel Concession for the journey Guwahati to Dibrugarh and Dibrugarh to Guwahati with your family **w.e.f 18.02.2023 to 27.02.2023** by availing Earned Leave **w.e.f 18.02.2023 to 27.02.2023**, subject to availability of Fund under appropriate Head of Account for the year 2022-23.

You are allowed to undertake air journey on Leave Travel Concession with your family by Economy class of Air Travel provided vide Office Memorandum No.FM.30/2018/55 Dtd 21.12.2018.

You are also allowed for 80% of the expenditure as advance which will be deducted from your final LTC Bill.

Yours Faithfully

**Signed by Inamul Hussain**

**Date: 02-02-2023 10:44:55**

Joint Secretary to the Govt. of Assam

Personnel (A) Department

Memo No. ECF-268683/369-A

Dated Dispur the 2nd February, 2023

Copy to:

1. Office of A.G. (A& E) Assam, Maidamgaon, Beltola , Ghy-29 for information.
2. The Deputy Secretary, Secretariat Administration (Accounts) Department for information and necessary action.
3. The Treasury Officer, Dispur,
4. Dealing Assistant, Personnel (A) Department, EL matter for kind information and necessary action.
5. [personnel.assam.gov.in](http://personnel.assam.gov.in)

By order etc,

Joint Secretary to the Govt. of Assam  
Personnel (A) Department