

I/54167/2022

E-228301/42
GOVERNMENT.OF ASSAM
PERSONNEL (A) DEPARTMENT
ASSAM SECRETARIAT (CIVIL) DISPUR
GUWAHATI-781006

Dated Dispur, the 10th October, 2022

To

Smti Kavitha Padmanabhan, IAS,
Commissioner & Secretary to the Govt. of Assam
Department of Housing & Urban Affairs
Dispur, Ghy-06

Sub: **Grant of Leave Travel Concession.**

Madam,

With reference to the subject cited above, I am directed to say that you are allowed to avail Leave Travel Concession for the journey to Gir National Park (Junagadh District) Gujarat w.e.f 25.10.2022 to 30.10.2022 by availing Casual Leave on 25th, 26th, 28th and 29th Oct, 2022 along with Head quarter Leave permission w.e.f 25.10.2022 to 30.10.2022 (27th& 30th Oct. 2022 being Govt. holidays) 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 Dated 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: 10-10-2022 17:16:40**

Joint Secretary to the Govt. of Assam

Personnel (A) Department

Memo No. E-228301/42 -A

Dated Dispur the 10th October, 2022

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 Deputy Secretary, Housing & Urban Affairs Department.
4. The Treasury Officer, Dispur,
5. personnel.assam.gov.in

By order etc,

- Sd -

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