

**E.No. 107186/199**  
**GOVERNMENT OF ASSAM**  
**DEPARTMENT OF PERSONNEL (PERSONNEL: A)**  
**ASSAM SECRETARIAT (CIVIL) DISPUR**  
**GUWAHATI: 781006**

Dated Dispur, the 6<sup>th</sup> June, 2024

**To :** Shri Nabajyoti Ojha, ACS,  
Joint Secretary to the Govt. of Assam,  
Cooperation Department.

**Sub. :** Grant of Leave Travel Concession (LTC).

**Ref :** Letter dated 31/05/2024.

Sir,

In inviting a reference to the letter on the subject cited above, I am directed to inform you that you are allowed to avail **Leave Travel Concession** to visit **Kochi, Kerala** with your family members w.e.f. **16-06-2024 to 23-06-2024** by availing casual leave for **4 (Four)** days w.e.f. **18-06-2024 to 21-06-2024** alongwith headquarter leave permission w.e.f. **16-06-2024 to 23-06-2024** subject to availability of fund under appropriate Head of Account for the year 2024-25.

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.

Yours faithfully,

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

Memo E.No. 107186/199-A  
Copy to:-

Dated Dispur, the 6<sup>th</sup> June, 2024

1. The Joint Secretary to the Govt. of Assam, General Administration (Sect. Admin. Accounts) Department, Dispur, Guwahati-6 for information and necessary action.
2. Office of A.G. (A& E) Assam , Maidamgaon, Beltola , Ghy-29 for information.
3. The Treasury Officer, Dispur Treasury, Dispur, Guwahati-6.
4. PS to Principal Secretary to the Govt. of Assam, Cooperation Department.
5. *personnel.assam.gov.in*

By order etc,

**(e-Signed)**  
Joint Secretary to the Govt. of Assam,  
Personnel (A) Department.