

E.No. 230486/25
GOVERNMENT OF ASSAM
DEPARTMENT OF PERSONNEL (PERSONNEL: A)
ASSAM SECRETARIAT (CIVIL) DISPUR
GUWAHATI: 781006

Dated Dispur, the 3rd April, 2024

To : Shri Ravi Shankar Prasad, IAS,
Special Chief Secretary to the Govt. of Assam,
Environment & Forest, Soil Conservation Departments &
Principal Resident Commissioner, Assam Bhawan, New Delhi.

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

Ref : RC/E(RSP)PRC/01/2024/415, dated 28-03-2024.

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 of **Leave Travel Concession for the block year 2022-25**, to visit **Kanyakumari** w.e.f. **07-04-2024 to 15-04-2024** by availing casual leave for **4 (four)** days i.e on **08-04-2024, 09-04-2024, 10-04-2024 and 12-04-2024** along with headquarter leave permission w.e.f. **07-04-2024 to 15-04-2024** 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 by entitled class of Air Travel provided vide Office Memorandum No. FM.30/2018/55 dated 21-12-2018.

Yours faithfully,

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

Memo E.No. 230486/25-A

Dated Dispur, the 3rd April, 2024

Copy to:-

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

By order etc,

(e-signed)

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