

**E.No. 247864/368**  
**GOVERNMENT OF ASSAM**  
**DEPARTMENT OF PERSONNEL (PERSONNEL: A)**  
**ASSAM SECRETARIAT (CIVIL) DISPUR**  
**GUWAHATI: 781006**

Dated Dispur, the 20<sup>th</sup> November, 2023

**To :** Syed Isfaqur Rahman, IAS,  
Secretary to the Govt. of Assam,  
Finance Department.

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

**Ref :** 1. ECF No. 228536/13, dated 16-11-2023  
2. Endorsement in E-File No. 401613.

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 **Ajmer from Guwahati** with your family w.e.f. **07-12-2023 to 15-12-2023** by availing earned leave for **11 (eleven)** days w.e.f. **06-12-2023 to 16-12-2023** (suffixing 17-12-2023 being Govt. holiday) subject to availability of Fund under appropriate Head of Account for the year 2023-24.

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. 247864/368-A  
Copy to:-

Dated Dispur, the 20<sup>th</sup> November, 2023

1. The Deputy Secretary to the Govt. of Assam, General Administration (Sectt. 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. P.S. to Additional Chief Secretary to the Govt. of Assam, Finance Deptt.
4. The Treasury Officer, Dispur Treasury, Dispur, Guwahati-6.
5. PMIS/personnel.assam.gov.in

By order etc,

**( E-Signed)**

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