

1/127929/2023

ECF-176942/176
GOVT. OF ASSAM
PERSONNEL (A) DEPARTMENT
ASSAM SECRETARIAT (CIVIL) DISPUR
GUWAHATI-781006

Dated Dispur, the 21st February, 2023

To

Smti .Kabita Deka, ACS
Addl Secretary to the Govt. of Assam
Higher Education Department.
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 to visit Kashmir with your family **w.e.f 15.04.2023 to 19.04.2023** by availing Casual Leave on **17th, 18th & 19th April, 2023** (prefixing 14th, 15th & 16th April, 2023 and suffixing 20th, 21st, 22nd & 23rd April 2023 being Govt. holidays) along with Head quarter Leave Permission **w.e.f 15.04.2023 to 21.04.2023**.

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 Dted 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: 21-02-2023 15:32:02

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

Memo No. ECF-176942/176-A

Dated Dispur the 21st 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. personnel.assam.gov.in

By order etc,

(Digitally signed)

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