

No.2407/FD/F3/2021-22
Government of Puducherry
Finance Department

Puducherry, dt. 08/02/2022

I.D. NOTE/OFFICE MEMORANDUM


Sub: Finance – Modification of Instructions regarding Booking of Air Tickets on Government account – Reg.

Ref: Office Memorandum No.19024/03/2021-E.IV dt.31.12.2021 of Department of Expenditure, Ministry of Finance, Govt. of India,

In the light of the orders of Govt. of India cited above, the existing restriction for performing air travel only by Air India is hereby removed (including for availing LTC). Henceforth, booking for air travel where the Government of Puducherry bears the cost of air passage shall be made through the Airlines providing the '**Best available airfare**' on the date of booking on the basis of tour programme and travel entitlement of the officer. The tickets for air travel shall accordingly be booked either directly through the website/app of the Airline or through the website/app of online travel portals such as IRCTC, Makemytrip.com, Cleartrip.com etc., on the 'best available fare principle'. Necessary proof of rates comparison between the airline website and the online travel portals shall be produced along with the TA claim.

2. A Self-declaration Certificate for completion of journey in the enclosed proforma shall be produced along with the TA claims. The condition of submission of Boarding Pass along with settlement of TA claim is dispensed with.

//By Order//


08.02.2022
(Arjun Ramakrishan)
Under Secretary(Finance)

Encl.: As above.

To
All Secretaries to Government/All Secretariat Departments
All Heads of Departments/Offices
All Heads of Public Sector Undertakings/Autonomous Bodies
funded by Government.

Copy to:

1. The Director of Accounts & Treasuries, Puducherry
2. The Deputy Director of Accounts & Treasuries, Karaikal/Mahe/Yanam.

PROFORMA

Self-declaration Certificate for Completion of Journey (Annexure to O.M. No.2407/FD/F3/2021-22 dt.08.02.2022)

1. I (Name of the employee)
hereby declare and certify that:
2. I have actually performed the onward journey from
to on (date)
and return journey from to
on for the purpose of Tour/Training

OR

3. I/We have actually performed the onward journey from
to on (date) and return
journey from to
on for the purpose of Transfer/LTC/Retirement.
The particulars of the self and family members who have performed
journey either with the Government servant or separately are as under:-

S. No.	Name	Age	Relationship with Govt. servant

4. In case the above declaration given by me is not found true at any stage,
I shall be liable to disciplinary action under Central Civil Services
(Classification, Control and Appeal) Rules, 1965, as amended from time to
time.

(Signature)

Name of the Government Servant

Designation.

Name of the Ministry/Department

To

The HoD/Head of Office/DDO concerned.