

GRDP

No. 161/Fin/PRC-1989 Dated: 11.5.1989

In continuation to this office order No. 130/Fin/PRC-1988 dated 9.12.1983, the Punjab State Electricity Board is pleased to further enhance the special pay of the Cashiers (LFC/UPC) from Rs. 75/-P.M. to Rs. 100/-P.M.

This enhancement shall take effect from 1.5.89.

[Signature]
Deputy Secretary/Finance

3163
Encls. No. 101713/Fin/PRC-1988 Dated 11.5.89

A copy of the above is forwarded to the following for information and necessary action:-

1. All Engineers-in-Chief/GM/Chief Engineers. (including Hydel Irrigation).
2. DIG/V&S, PSEB, Patiala.
3. OSD/Security, PSEB, Patiala.
4. All SEs/Directors. (including Hydel Irrigation)
5. All Xens/Dy. Directors. (-do-)
6. All SDOs in the PSEB.
7. OSD/T to Chairman.
8. SE/T to Member(Hydel), Member(D) and Member(C).
9. SA/T to Administrative Member.
10. SA/Accounts to Member/Finance & Accounts.
11. CAO, PSEB, Patiala.
12. CAO/P&A Section, PSEB, Patiala. (10 spare copies)
13. CAO/2&D, Section PSEB, Patiala. (10 -do-)
14. Chief Auditor, PSEB, Patiala. (5 -do-)
15. Accounts & Finance Manager, (15 -do-)
GNDTP, Bathinda.
16. Financial Advisor, PSEB, Patiala.
17. Cost Controller, PSEB, Patiala.
18. R.A.O., PSEB, Patiala.
19. Dy. CAO/HQs, PSEB, Patiala.
20. Dy. CAO/O&M, RTP, Ropar. (10 spare copies).
21. Dy. CAO/Const., RTP, Ropar. (5 -do-)
22. Dy. CAO/Projects, Hydel Irrigation, Punjab, Chandigarh.
23. Dy. CAO/IM, PSEB, Patiala.
24. Dy. CAO/M&MHP, PSEB, Patiala.
25. Sr. Accounts Officer, ASHP, Anandpur Sahib.
26. Sr. Accounts Officer, Mukerian Hydel Project, Talwara.
27. Sr. Accounts Officer, Thermal Const., GNDTP, Bathinda.
28. AO/Pre-audit, Thermal Design, PSEB, Patiala.
29. AO/Const. (Site Accounts Cell), GNDTP, Bathinda.
30. All Sr. Accounts Officers/accounts Officers in the pre-audit offices and Field Offices.

[Signature]
Superintendent/Finance

A copy of the above is forwarded to the following for information and necessary action:-

1. Commissioner for Finance & Secretary to Govt. of Punjab, Finance Department (Member PSEB), Punjab Civil Secretariat, Chandigarh.
2. Secretary to Govt. of Punjab, Deptt. of Irrigation and Power (IPP-1 Branch), Chandigarh.
3. Additional Secretary, BBMB, Chandigarh.
4. Secretary/NREB, F-Wing, Nirman Bhawan, New Delhi.
5. Secretary, BCB, Chandigarh.
6. Secretary, HSEB, Panchkoola.
7. Secretary, HPSEB, Shimla-4.
8. Chief Engineer/Transmission, BBMB, Chandigarh.
9. Chief Engineer/Electrical, Beas Project, Chandigarh.
10. Chief Engineer/Beas Sutlej Link, Sunder Nagar(HP).
11. Chief Engineer/Electrical, Chandigarh Administration, Chandigarh.
12. FA & CAO, Beas Project, Talwara Township.
13. Finance Secretary, Chandigarh Administration, Chandigarh
14. General Manager, BCB, Talwara Township.
15. Chairman & Managing Director, National Hydro Electric Power Corporation Ltd., 57, Manjusha, Nehru Palace, N. Delhi
16. General Manager, DESU, New Delhi.
17. FA & CAO, BBMB, Chandigarh.
18. Director Public Relations, PSEB, Patiala.
19. Director/TTL, PSEB, Patiala.
20. All Dy. Secretaries/Under Secretaries/Inquiry Officer, PSEB.
21. Sr. Industrial Relations Officer, PSEB, Patiala.
22. Legal Advisor, PSEB, Patiala.
23. Dy. Secretary/Co-ordination, PSEB, B-54, Greater Kailash-I, New Delhi-110048.
24. PS to Chairman/Members/Secretary.
25. Grievances Officer, PSEB, Patiala.
26. Protocol-cum-Liaison Officer, 171, 19-4, Chandigarh.
27. All Branch Officers and Heads of Sections.
28. Secretary, Pay Revision Committee, PSEB, Patiala.
29. Engineer-in-Chief/Generation, BBMB, Nangal Township.

[Signature]
Superintendent/Finance.

PUNJAB STATE ELECTRICITY BOARD
OFFICE OF THE SECRETARY
(Finance Section)

Finance Circular
No. 37/89

ORDER

No 162 /FP-27/LC-573/Vol-IV

Dated: 12.5.89

The PSEB employees are at present allowed Leave Travel Concession for visiting their home-towns once in a block of two years as per provisions contained in Regulation No.37 of PSEB, MSR Vol-III (TA Regulations).

2.- In pursuance of the recommendations of PSEB Pay Revision Committee, the Punjab State Electricity Board has now decided to extend the facility of Leave Travel Concession for visiting home-town/any place in India available to the employees of Govt. of Punjab (on the pattern of Govt. of India), to its own employees and their family members as under :-

- i) Leave Travel Concession for journey to any place in India during the year 1989 (extended to the year 1990) or for travel to home town once during 1989 unless such concession has already been availed of under the instructions mentioned in Regulation 37 of T.A. Regulations for the block 1988-89;
- ii) Leave Travel Concession for journey to any place in India in every block of 4 calendar years commencing from 1990 - the first block being 1990 to 1993. If this concession for visiting any place in India is not utilised during a certain block of 4 years, it can be carried forward to the first year of the subsequent block of four years with the permission of the Head of Department.
- iii) Leave Travel Concession for travelling to home town in every block of two calendar years commencing from 1990- first block being of years 1990 and 1991. In case the Leave Travel Concession for travel to any place in India as specified at (ii) above is availed of in a certain block of 4 years by an employee, the said employee shall be entitled to avail of the Leave Travel Concession for travel to his home town only once in that block of 4 years.

3.- The above Leave Travel Concession shall be admissible subject to the following conditions :-

- i) The reimbursement of actual fare will be allowed for entire distance covered both ways without any restriction ;
- ii) The reimbursement of the expenditure will be made only if the journeys are performed by rail or by regular bus-service of the State Transport Department, State Transport Undertakings, State Tourism Department or Corporations either of the Punjab State or any other State. Chartering of buses/private vehicles will not be permitted ;
- iii) The concession will also be admissible for journeys performed by the PSEB employees during regular leave or casual leave, as the case may be, irrespective of the duration of leave

iv)

The definition of family for purposes of the Leave Travel Concession under the Scheme will be the same as has been accepted for the purpose of Travelling allowance for journeys on transfer ;

v)

The concession will not be admissible for travel by air or air conditioned 1st Class rail. Officers entitled to travel on tour/transfer by air or air conditioned 1st Class Rail will be entitled to claim only 1st Class railway fare. For journeys performed by Leave Travel Concession beneficiaries, they will claim fare only for the shortest route between the place of embarking for journey and the destination. The reimbursement of fare will be regulated as laid down by Govt. of India vide their letter No. 31011/35/86-Estt.(A) dated 6-8-87(copy enclosed);

vi)

Prior permission of the Head of Department or Administrative Department as the case may be should be obtained before undertaking the journey while availing of the concession. A copy of the application

S. Form in which an employee should seek permission is at Annexure 'A'.

vii)

After the completion of journeys while submitting his claim, an employee will furnish a certificate and an affidavit in the forms respectively at Annexure 'B' and 'C' ;

viii)

Board employees on deputation with the Public Sector Undertakings or Statutory Bodies shall also be eligible for the concession and a provision to this effect be incorporated in the standard terms of deputation. In their case, the cost of the concession should be borne by the Undertakings concerned, regardless of the period of deputation of the Board employees.

ix)

The officers and the staff on deputation to the PSEB from Central Govt., State Govt., or any other Undertakings shall also be eligible for the concession as per provisions of their terms of deputation, if they have not availed of the concession previously under that block of 4/2 years.

4.- Instructions issued by the Govt. of India for grant of Leave Travel Concession for visiting any place in India-details given in Annexure 'D' adopted by the Punjab Govt. will apply mutatis mutandis to all the PSEB employees subject to the conditions mentioned in para-3 above.

5.- All the Departments/Controlling Authorities should maintain regular accounts of the expenditure incurred on the grant of benefit of Leave Travel Concession to visit any place in India to the employees working under them.

6.- The members of All India Services will, however, continue to avail of the Leave Travel Concession as per the provisions of the All India Services(Leave Travel Concession) Rules, 1975 as amended from time to time.

7.- These instructions will take effect from the date of issue of this order and all journeys under Leave Travel Concession

depending on or after the date of issue of these instructions may be regulated in accordance with these instructions.

M. S. Sahni
Deputy Secretary/Finance 11/5/89

Endst.No. 103757/105157 /FP-27/LC-573/Vol-IV Dated: 12.5.89

A copy of the above is forwarded to the following for information and necessary action :-

1. All Engineers-in-Chief/GM/Chief Engineers. (including Hydel Irrigation).
2. DIG/V&S, PSEB, Patiala.
3. OSD/Security, PSEB, Patiala.
4. All SAs/Directors {including Hydel Irrigation}.
5. All Xens/Dy.Directors -do-
6. All SDAs in the PSEB.
7. OSD/T to Chairman.
8. SE/T to Member(Hydel), Member(D) and Member(C).
9. SA/Accounts to Member/Finance & Accounts.
10. SA/T to Administrative Member.
11. CAO, PSEB, Patiala.
12. CAO/P&A Section, PSEB, Patiala. { 10 spare copies }.
13. CAO/EAD Section, PSEB, Patiala. { 15 -do- }.
14. Chief Auditor, PSEB, Patiala. { 5 -do- }.
15. Accounts & Finance Manager, GNDTP, Bathinda. { 15 -do- }.
16. Financial Advisor, PSEB, Patiala.
17. Cost Controller, PSEB, Patiala.
18. R.A.O., PSEB, Patiala.
19. Dy.CAO/HQs, PSEB, Patiala.
20. Dy.CAO/O&M, RTP, Ropar. { 5 -do- }.
21. Dy.CAO/Const., RTP, Ropar. { 5 -do- }.
22. Dy.CAO/Projects, Hydel Irrigation, Punjab, Chandigarh.
23. Dy.CAO/MM, PSEB, Patiala.
24. Dy.CAO/M&MHP, PSEB, Patiala.
25. Sr.Accounts Officer, ASHP, Anandpur Sahib.
26. Sr.Accounts Officer, Mukerian Hydel Project, Talwara.
27. Sr.Accounts Officer, Thermal Const., GNDTP, Bathinda.
28. AD/Pre-audit, Thermal Design, PSEB, Patiala.
29. AD/Const.(Site Accounts Cell), GNDTP, Bathinda.
30. All Sr.Accounts Officers/Accounts Officers in the Pre-audit offices and Field Offices.

M. S. Sahni
Superintendent/Finance

Endst.No. 105158/105508 /FP-27/LC-573/Vol-IV Dated: 12.5.89

A copy of the above is forwarded to the following for information and necessary action :-

1. Commissioner for Finance & Secretary to Govt. of Punjab, Finance Department (Member PSEB), Punjab Civil Secretariat, Chandigarh.
2. Secretary to Govt. of Punjab, Deptt. of Irrigation and Power (IPP-1 Branch), Chandigarh.
3. Additional Secretary, BBMB, Chandigarh.
4. Secretary/NREB, F-Wing, Nirman Bhawan, New Delhi.
5. Secretary, BCB, Chandigarh.
6. Secretary, HSEB, Panchkoola.

- 7.-
8. Secretary, HPSEB, Shimla-4.
9. Chief Engineer/Transmission, BBMB, Chandigarh.
10. Chief Engineer/Electrical, Beas Project, Chandigarh.
11. Chief Engineer/Beas Sutluj Link, Sunder Nagar. (HP).
12. Chief Engineer/Electrical, Chandigarh Administration, Chandigarh.
13. FA & CAO, Beas Project, Talwara Township, Chandigarh.
14. Finance Secretary, Chandigarh Administration, Chandigarh.
15. General Manager, DCB, Talwara Township.
16. General Manager, DESU, New Delhi.
17. Chairman & Managing Director, National Hydro Electric Power Corporation Ltd., 57, Manjusha, Nehru Palace, New Delhi.
18. FA & CAO, BBMB, Chandigarh.
19. Director Public Relations, PSEB, Patiala.
20. Director/TTI, PSEB, Patiala.
21. All Dy. Secretaries/Under Secretaries/Inquiry Officer, PSEB.
22. Sr. Industrial Relations Officer, PSEB, Patiala.
23. Legal Advisor, PSEB, Patiala.
24. Dy. Secretary/Co-ordination, PSEB, B-54, Greater Kailash-I New Delhi-110048.
25. PS to Chairman/Members/Secretary.
26. Grievances Officer, PSEB, Patiala.
27. Protocol-cum-Liaison Officer, 171, 19-A, Chandigarh.
28. All Branch Officers and Heads of Sections.
29. Secretary, Pay Revision Committee, PSEB, Patiala.
30. Engineer-in-Chief/Generation, BBMB, Nangal Township.

Manmohan
Superintendent/Finance

DA/Annexures
A, B, C & D with its
enclosures.

* MANMOHAN *

ANNEXURE 'A'

APPLICATION FOR AVAILING OF LEAVE TRAVEL CONCESSION.

1. Name of the officer/employee
2. Post held
3. Date of appointment in the present service.
4. Period during which L.T.C. is proposed to be availed of (in case of self please indicate whether leave has been sanctioned)
5. Block of years for which L.T.C. is proposed to be availed of.
6. Details of L.T.C. to be availed of:
 - (i) Whether for visiting home town.
 - (ii) Whether for visiting any place in India.
 - (iii) In case of (ii) above the place to be visited.
7. Members of family for whom L.T.C. is to be availed of:
 - (i) Names of family members with present age.
 - (ii) Relationship with the applicant.
8. (i) When L.T.C. was availed of last ? (Indicate the block years for which L.T.C. was availed of and the period during which it was availed of)
 - (ii) If any sanction for the grant of L.T.C. was issued, please quote its No. and date.

It is certified that the Leave Travel Concession for the block years being claimed above was not availed of previously.

It is further ^{certified} that the members of family for whom L.T.C. is being claimed, are residing with me.

Dated:

Signature of applicant

Place:

Designation.

copy
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ANNEXURE 'B'

CERTIFICATE TO BE GIVEN BY A BOARD EMPLOYEE.

1. I have not submitted any other claim so far for Leave Travel Concession in respect of myself or my family members in respect of the block of two years/four years from _____ to _____.
2. I have already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me/my wife with _____ children/_____ children. This claim is in respect of the journey performed by my wife/myself with _____ children/_____ children none of whom travelled with the party on the earlier occasion.
3. I have not already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me/my wife with _____ children/_____ children in respect of the block of two years/four years from _____ and _____. This claim is in respect of the journey performed by my wife/myself with _____ children/_____ children none of whom availed of the concession relating to that block.
4. I have already drawn T.A. for the leave travel concession in respect of a journey performed by me in the year _____ in respect of block of two years/four years from _____ and _____. This claim is in respect of the journey performed by me in the year _____. This is against the concession admissible once every two years in a prescribed block for visiting home-town as all the members of my family are living away from my place of work.
5. The journey has been performed by me/my wife with _____ children/_____ children to the declared hometown viz./place _____ in India.
6. That my husband/wife is not employed in that my husband/wife is employed in Government service and the concession has not been availed of by him/her separately for himself/herself or any of the family members for the concerned block of two years/four years.

Signature of the Board Employee.

AFFIDAVIT

I, _____ S/O _____
 employed as _____ in the office
 of _____ do hereby
 solemnly affirm and declare that the journeys in respect
 of which L.T.C. for visiting _____ is being
 claimed vide my bill for the period _____
 were actually performed by me and/or the members
 of my family as per details given in the L.T.C. Bill.

DEPONENT

VERIFICATION:

Verified that the above facts are true to the
 best of my knowledge and belief and that nothing relevant has
 been concealed therein.

Place _____

DEPONENT

Date _____

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re

ANNEXURE 'D'

1. Govt. of India letter No. 43/6/73-Esst.(A) dt. 3rd May, 1974 (with a copy of its enclosures i.e. letter No. 43/6/73-Ests(A) dated 11.3.1974)
2. Govt. of India letter No. 31011/4/78-Estt.(n) dt. 1.9.78.
3. Govt. of India letter No. 31011/2/75-Estt.(1) dt. 3.2.79.
4. Govt. of India letter No. 11022/3/81-AIS(II) dt. 20.6.81.
5. Govt. of India letter No. 31011/14/83-Estt.(A) dt. 29.11.83
6. Govt. of India memorandum No. 31011/17/83-Estt,(A) dated 27.12.83.

Handwritten signature

No. 43/6/73-Ests. (A)

Government of India/धरत सरकार
Cabinet Secretary/मन्त्रिमंडल सचिवलया,
Department of Personnel and Administrative Reforms,
(Karmik aur Adhikarsnik Sughar Vibhag)

New Delhi, dated the 3rd May, 1974.

OFFICE MEMORANDUM

Subject:- Leave Travel Concession in respect of Central Government employees in Class I posts/services- Recommendation of the Third Central Pay Commission.

: -000- :

The undersigned is directed to say that the recommendations of the Third Central Pay Commission contained in paras 12, 13 and 14 of Chapter 5B of their report relating to leave Travel Concession have since been accepted by the Government in respect of civilian employees of the central Govt. in Class I services/posts vide Ministry of Finance (Department of Expenditure) Resolution No. 11/35/74-IC, dated 1st May, 1974.

2. Accordingly the President is pleased to decide that the provisions of the Department of Personnel and Administrative Reforms Office Memorandum No. 43/6/73-Ests (A), dated the 11th March, 1974 (Copy enclosed) will with immediate effect, also apply to civilian employees of Central Government in Class-I services/posts.
3. In so far as persons serving in the Indian Audit and Accounts Department are concerned these orders issue in consultation with Comptroller and Auditor General of India.
4. Hindi Version of this office Memorandum will follow.

Sd/-

(P.S. VENKATESWARAN)
Under Secretary to the Government
of India.

To

All Ministries/Departments etc.
with usual number of spare copies.

Completed
1

COPY OF THE DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE
REPORTS: OFFICE MEMORANDUM NO. 22/6/73-Eats. (a) DATED THE
11TH MARCH, 1974, TO ALL MINISTRIES AND DEPARTMENTS.

Subject:- Leave Travel Concession in respect of Central
Government employees in Cl-ss-II, III and IV
services/posts-recommendation of the Third
Central Pay Commission.

-:000:-

In paragraphs 12, 13 and 14 of Chapter 5B of their
Report, the Third Central Pay Commission have recommended
as follow:

- (a) "We feel that the best course would be to continue the existing provision as regards the journeys to hometowns once in a block of two years with the modification that once in a block of four years every Government employee should be allowed to avail of the LTC, for journeys to any place in India subject to all other conditions laid down in the existing scheme. We recommend accordingly. In allowing the concession of journeys to places other than home towns the benefit should be extended to those employees also whose home towns are situated within 400 Kms., or, in the case of class IV servants, within 160 Kms.
- (b) "As regards the definition of family for purposes of the LTC, we recommend that it should be the same as suggested by us for purposes of travelling allowance for journeys on transfer."
- (c) An employee can avail of the travel concession only if he takes regular leave for a minimum period of 15 days, although the condition of leave does not apply to journeys performed by the members of family of Govt. servants. In our view, the existing restriction is an unnecessary irritant and the employees are sometimes forced to take leave simply to become entitled to this concession. Thus, the employee remains absent from duty for a longer period than would be the case if the LTC were provided also for journeys performed during casual leave. We therefore, recommend that the employee should be permitted to avail of the Leave Travel Concession for journeys performed during the casual leave also without specifying any minimum period of absence."

2. These recommendations have been accepted in respect of civilian employees of the Central Government in Class-II, III and IV services/posts vide Ministry of Finance, Department of Expenditure Resolution No. 70(34)/73-Imp. Cell published in the Gazette of India-Extraordinary-Part-I Section I dated November 1, 1973.

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3. Accordingly, the President is pleased to decide that the existing Leave Travel Concession Scheme admissible to Central Government employee vide Ministry of Home Affairs O.M.No. 43/755-Cats.(A), Pt., II, dated 11.10.1956, as amended from time to time, shall be modified to the extent indicated below in so far as it relates to civilian employees of the Central Government in Class-II, III and IV services/posts, with immediate effect:-

- (i) The definition of 'family' for purposes of the Leave Travel Concession to the home town will be the same as that which has been accepted vide item (a) of item 28 of the resolution, referred to in para 2 above for purposes of travelling allowance for journeys on transfer.
- (ii) The concession will also be admissible for journeys performed by the Government servant during regular leave, or casual leave, as the case may be, irrespective of their duration.
- (iii) Once in a block of four calendar years commencing from the year 1974 every civilian employee of the Central Government in Class II, III and IV services/posts (including those whose home towns are situated within 400 Kms. or, in the case of Government servants in Class IV services/posts, 160 Kms.) would be entitled to avail himself of the Leave Travel Concession for journeys to any place in India, subject to all other conditions laid down in the existing scheme, as modified by (i) and (ii) above. In particular, the concession for travelling to any place in India, if not utilised, during the block of four years, could be carried forward to the first year of the next block of four years.

Civilian employees who are entitled to Leave Travel Concession for journeys to their home town under the existing scheme will also be eligible to avail themselves of the concession to travel to any place in India once in block of four years, but if this concession is utilised, it will be in lieu of and adjusted against the Leave Travel Concession to the home town including the concession, if any, carried forward to which they may be entitled at the time the journey to any place in India is undertaken. Further, such employees will be entitled to carry forward the concession to travel to any place in India to the first year of the next block of four years only if they are entitled to a carried forward Leave Travel Concession to home town for that year.

It is also clarified that in the case of such employees as have carried forward the Leave Travel Concession to the home town pertaining to the block 1972-73 and 74, only one out of the three journeys (including the above carried forward) that they are entitled to in the block of year 1974-77 can be utilised for performing a journey to a place other than the home town. In view of the provision for carry forward, this journey, can either be performed in the period 1974-77 or if not performed, it can be carried forward to 1978, the first year of the next block, provided the Leave Travel Concession for the home town for the block year 1976-77 has not been utilised.

compared
and

4. All other conditions for grant of LTC in so far as civilian employees of the Central Government in Class-II, III and IV services/posts are concerned, will stand unaltered.
5. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders issue in consultation with the Comptroller and Auditor General.
6. Hindi version of this O.M. will follow.

Sd/-

(P.S. VENKATESWARAN)

Under Secretary to the Government
of India.

Completed
x

No. 31011/4/78-Estt. A

Government of India
Ministry of Home Affairs
Department of Personnel and Administrative Reforms.

New Delhi, the 1st Sept., 1978

OFFICE MEMORANDUM

Subject:- Leave Travel Concession-Relaxation of time limit for refund of advances.

-0000-

The undersigned is directed to refer to the Ministry of Home Affairs O.M. No. 43/3/63-Estt. (A), dated the 1st October, 1966, on the above subject and to say that according to the said office Memorandum a Government servant who is granted advance to enable him and/or members of his family to avail the Leave Travel Concession should refund it, in full, immediately, if the outward journey is not commenced within thirty days of the drawl of advance. The railways have since raised the time limit for reservation of seats/berths by six months before the date of the journey. The Government employees who avail Leave Travel Concession are placed to at a disadvantage in regard as they can draw the Leave Travel Concession advance and make reservations only thirty days before the date of journey and by that time all seats/berths are normally booked. In order to alleviate the difficulties of the Govt. employees, it has been decided that a Government employee can draw advance in respect of the journey proposed to be performed under the Leave Travel Concession Scheme, by himself and/or by the members of his family sixty days before the proposed date of the outward journey. He should, however produce railway cash receipts within ten days of the drawl of advance to the competent authority to show that he has actually utilised the amount to purchase the tickets.

2. In so far as person serving in the Indian Audit and Accounts Department are concerned these instructions issue with the approval of the Comptroller and Auditor General India.
3. Necessary amendment to GFR 235 in this regard will be issued by the Ministry of Finance in due course.

Sd/-

R.C.Gupta.
Deputy Secretary to Govt. of India.

To

All Ministries/Departments of the Govt. of India.

Copy forwarded
[Signature]

Government of India, Ministry of Home Affairs,
Department of Personnel and Administrative Reforms.

New Delhi the 3rd February, 1979.

OFFICE MEMORANDUM

Subject: Leave Travel Concession to Central Government Employees - clarification and decision relating thereto.

-000-

The undersigned is directed to refer to this department O.M. No. 43/6/73-Ext(3), dated the 11th March, 1974 and subsequent O.M. of even number dated the 3rd May 1974 and to clarify some points relating to the concession to visit any place in India, as under:-

1. Is the concession to visit any place in India an additional benefit to those who are already entitled to LTC to home-town ?
 1. No. in the case of Govt. servants who are already entitled to Leave Travel concession to home-town the concession to visit any place in India is in lieu of, and to be adjusted against, the Leave Travel Concession to home-town to which a Govt. servant is eligible at the time of undertaking the journey to visit any place in India, including the concession carried forward; if any.
2. Can a Govt. servant who has already availed of LTC to visit home town in a block of two years avail of the concession to visit any place in India within the same block of two years or should he wait for the next block of two years ?
 2. As already stated under item(1) above, the LTC to visit any place in India, if availed of by Govt. servant who is entitled to LTC to home-town will be adjusted against the LTC to home-town available to him at the time of undertaking the journey. Therefore, if a Govt. servant has already availed of the LTC to home town, in respect of say the block of 1978-79, he cannot avail of the concession to visit any place in India till the end of 1979 because there is no LTC to home-town admissible to him which can be adjusted against the LTC to visit any place in India. He can avail of the concession to visit any place in India only when he becomes entitled to the next block of LTC to home town viz. 1980-81.
3. Whether a Govt. Servant should intimate to the Controlling Authority before the commencement of the journey, the place he or his family member(s) intend(s) to visit and also actually visit that place under the LTC to visit any place in India?
 3. Yes. Whenever a Govt. servant proposes to avail of leave travel concession to visit any place in India in a block of four years either for himself and/or a member/members of family, he has to declare the intended place of visit as and when the concession is proposed to be availed of by Govt. servant and/or members of his family. After the intended place of visit is declared, the said members

Completed

of his family, as the case may be, must visit that place in order to be eligible for making the claim. While the Govt. servant and/or member/members of family is/are free to go by any route to the declared place of visit, the claim will be regulated with reference to the shortest direct route on a through ticket basis between the headquarters and the declared place of visit.

4. What is the scope of the expression any place in India ?

The expression 'any place in India' will cover any place within the territory of India whether it is on the main-land India or overseas. If there are any local restrictions on visits to places in border areas, it is the responsibility of the Govt. servant undertaking the visit to fulfil the conditions for visit to the places which are subject to local restrictions.

5. How will the claim of a Govt. servant be regulated when he visits a place like Port Blair I in Andaman & Nicobar Islands under the concession to visit any place in India?

The surface journey to the nearest Port will be regulated under the Normal LTC rules and the sea passage will be regulated in accordance with the provisions of SR-40.

6. Is the concession to visit any place in India admissible to Govt. servants employed on contract basis ?

Yes, provided they complete one year's continuous service and the appropriate administrative authority certifies at the time the Govt. servant concerned avails of the LTC to visit any place in India that he is likely to continue to serve under the Central Government for a period of 4 years from the date of his joining the post under the Central Govt. the block of 4 years will be reckoned from the actual date of joining the post under the Central Government.

7. What is the position regarding admissibility of LTC to visit any place in India to State Govt. servants on deputation to Central Govt?

If an officer of a State Govt. is entitled to LTC to visit home-town in accordance with the provisions in this concession either to visit his home-town or exchange it for the concession to visit any place in India subject to the condition that the administrative authority concerned should certify that he is likely to serve the Central Govt. for a period of 4 years. If the officer concerned is not entitled to LTC to home-town on account of the home-town being within the minimum distance provided in this regard he can avail of the LTC to visit any place in India, only if the appropriate administrative authority certifies that he likely to serve the

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Central Govt. for a period of 4 years reckoned from the date of his joining the Central Government.

8. What is the concession regarding opportunity of re-employed officer to the concession to visit any place in India ?

8. A re-employed officer can also avail of the concession to visit any place in India provided he completed one year's continuous service after re-employment and the administrative authority certifies that he is likely to serve for a period of four years from the date of his initial re-employment. In case of re-employment immediately after retirement without break, the period of re-employed service may be treated as continuous with the previous service for the purpose of LTC and the concession allowed for the re-employed period should be admissible to the re-employed officer had he not retired. Thus, if an officer has availed of the concession to visit any place in India in respect of a block of four years before his retirement and he is re-employed without any break, he would not be given further concession till the expiry of the particular block of four years.

9. How will the claim of a Govt. servant under the LTC to visit any place in India be regulated if he purchases a circular tour ticket?

9. As already stated, a Govt. servant has to declare the place(s) of visit with reference to which he and/or a member/members of family will avail of the concession to visit any place in India. Once this is done, the claim will be regulated as between the headquarters and the place(s) indicated by the Govt. servant by the shortest direct route. The actual claim will be limited to the amount that would be admissible if the officer had travelled between the headquarters and the declared destination by the shortest direct route in the class of accommodation actually used by purchasing circular, tour, ticket, or by the entitled class, whichever is less.

10. Will the definition of the family applicable for the purpose of LTC to visit home-town apply to the LTC to visit anyplace in India.

10. Yes.

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2. The following decisions of the Government in regard to the LTC are also brought to the notice of all administrative authorities:-

1. Change of the declared place of visit after its place of visit after its being intimated to the Controlling authority. 1. The declared place of visit can be changed if a Govt. servant so desires, with the approval of the Controlling authority, before the commencement of the journey. The declared place of visit cannot be changed after the commencement of the journey.

Exceptions can, however, be made where it is established that the request for change in the place of visit could not be made before the commencement of the journey owing to circumstances beyond the control of the Govt. servant concerned. This relaxation can be allowed by the Administrative Ministry/Department in respect of persons serving in a Ministry/Department or by the Head of Department in the case of others and the claim allowed.

2. Travel to different places by the Govt. servant and members of his family under the concession to visit any place in India ? 2. While availing of LTC to visit any place in India, the Govt. servant and/or members of his family may visit the same place or different places of their choice. When the Govt. servant or any member of his family performs a journey to home-town the Govt. servant will have to bear the cost of the journey for the first 400/160 K.M. both ways.
3. Regulations of LTC claim when a Govt. servant purchases a seat in Yatra Special trains, inclusive of the cost of board etc. 3. In this case the claim will be regulated with reference to the place indicated by the Govt. servant as his place of visit. If the amount of claim calculated on the basis of the shortest direct route between the headquarters and the declared place of visit by the entitled class or by the lower class (if a lower class of accommodation has actually been used while travelling by Yatra Special) is less than the expenditure incurred by the Govt. servant for purchasing a seat in Yatra Special, the former amount alone would be admissible.
4. Regulations of LTC claim when a Govt. servant undertakes the journey in a chartered bus. 4. Where a Govt. servant takes a seat or seats in a chartered bus under the LTC Scheme to visit any place in India, the re-imbusement may be either the actual hire charges on the chartered or the amount re-imburseable had the journey to the declared place of visit been undertaken by the entitled class by rail

by the shortest direct route, which-
over is less.

5. Regulations of LTC claim if the spouse of a Govt. employee is employed in offices other than a Central Govt. office where the LTC facilities are available.

5. In such cases, the Central Govt. servant should furnish a certificate as under at the time of preferring his/her LTC claim.

"Certified that my wife/husband for whom LTC is claimed by me is employed in (name of the Public Sector Undertaking/Corporation/Autonomous Body etc.) which provides leave travel concession facilities but she/he has not preferred and will not prefer any claim in this behalf to her/his employer".

Where the spouse of the Govt. servant is not so employed, the Govt. servant concerned should give a certificate as under:-

"Certified that my wife/husband for whom LTC is claimed by me is not employed in any public Undertaking/Corporation/Autonomous Body financed wholly or partly by the Central Govt. or a Local Body, which provides LTC facilities to its employees and their families.

3. The provisions of para 2(2) above shall be applicable to journeys performed on or after issue of this O.M. availing of LTC admissible for the four year block 1978-81 (but not to journeys performed by availing of LTC admissible for the block year 1974-77). This provision will also be applicable in cases where either the Govt. servant members of the family of the Govt. servant himself or some have already availed of LTC in respect of the block 1978-81 but rest of the family members avail of it after the issue of this O.M. past cases shall not be re-opened.

4. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders issue in consultation with the Comptroller and Auditor General of India.

5. Hindi version will follow.

Sd/- R.C.Gunta,
Dy. Secy. to Govt. of India.

To

All Ministries/Departments to the Govt. of India
with usual number of spare copies.

Completed
NS

Copy of letter No. 11022/3/81-AIS(H), dated the 20th June 1981 from Government of India, Ministry of Home Affairs, Department of Personnel and Administrative Reforms, New Delhi to the Chief Secretaries of All States.

Subject:- Leave Travel Concession-clarification whether the travel by air/air conditioned first class rail accommodation would be admissible.

I am directed to say that clarifications have been sought as to whether a member of an All India Services serving under the State Government where the Leave Travel Concession is not admissible in respect of the State Civil Services, and has consequently availed the leave travel concession under the rules as applicable to members of the Central Civil Services Group 'A' and rule 3 of the All India Services (Leave Travel Concession) Rules, 1975, would be eligible to travel by air, or air conditioned first class by rail. Leave Travel Concession is a benefit admissible for travel to home-town/anywhere in India, as the case may be while the officer takes leave and avails of the benefit under the leave travel concession scheme, consequently the entitlement of an officer in regard to the class of travel is not related to the position obtaining under the relevant T.A. rules which are a different set of rules admissible when the officer is on tour or on transfer. It is clarified that under the leave travel concession rules as applicable to central Civil Services Group 'A' referred to above, travel by air or air conditioned first class in rail is not admissible.

Comptroller
N

Copy of Office Memorandum No. 31011/14/83-Estt. (A) dated 29.11.1983 from the Deputy Secretary to Govt. of India, Ministry of Home Affairs, Department of Personnel and Administrative Reforms addressed to All Ministries/Departments with usual number of spare copies and others.

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Subject:- Leave Travel Concession-Procedure to prevent misutilisation of an advance or delay in refund of an unutilised advance.

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The undersigned is directed to say that in order to ensure that advances drawn for availing the Leave Travel Concession are not misutilised and the amount if any utilised for any reason is refunded without any delay, it has been decided that in all cases of drawal of an advance for the purpose of leave travel concession, the documentary evidence of utilisation of the advance for the outward journey such as cash receipts or the tickets for journey by bus or railway tickets shall be produced to the competent authority within 10 days of the drawal of the advance to show that the concerned government servant has actually utilised the amount to purchase the tickets for journey to the place named in his application for the advance.

Ministry of Finance, etc. are requested to bring this to the notice of all concerned for compliance.

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Completed
[Signature]

Copy of Memorandum No.31011/17/83-Estt.(A) dated 27-12-83 from the Deputy Secretary to Govt. of India, Ministry of Home Affairs, Department of Personnel and Administrative Reforms, New Delhi addressed to All Ministries/Departments and others.

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OFFICE MEMORANDUM

Subject: Leave Travel Concession- Central Govt. Servants posted at non family stations entitlement in respect of members of family.

The undersigned is directed to say that in the context of this Department's O.M. No. 31011/6/80-Estt.(A) dated 24th March, 1981, some Ministries and Departments have raised the question of admissibility of Leave Travel Concession to families of Central Government employees posted at non family stations, as the families of such employees have necessarily to reside at a place away from the headquarters of the employees concerned and they do not therefore fulfil the requirement of SR 2(8) regarding residence with the Govt. servant in order to be treated as the members of his family. After careful consideration of the matter in all its aspects, it has been decided that families of Govt. servants posted at non family stations may be allowed Leave Travel Concession to any place in India once in a block of 4 years/ to home town once in a block of two years, subject to the following conditions :-

- (1) The concerned Govt. servant is debarred by the conditions of his service to reside with his family at the place of his posting.
- (2) The concession will be restricted to Govt. servants spouse and dependant children upto 21 years of age only and
- (3) The reimbursement should be in no case exceed the actual distance travelled by the family or the distance between the headquarters/place of posting of the Government and the place visited home town whichever is less.

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Completed
[Signature]

Copy of letter No. 31011/35/86-Lett. (A) dt. 8th August, 1987 from Shri A. Jayaraman, Director (E), Govt. of India Ministry of Personnel, P.G. & pensions (Department of Personnel & Training, New Delhi addressed to All Ministries/Departments of the Govt. of India;

OFFICE MEMORANDUM

Subject:- Entitlement of journeys for the purpose of Leave Travel Concession consequent on the revision of pay scales of the Central Government posts on the recommendations of the 4th Pay Commission.

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The undersigned is directed to say that consequent on the decisions taken by the Government on the 4th Pay Commission's recommendations relating to the entitlements for journey on transfer the following will be the entitlement for journeys on various modes of transport while availing L.T.C. by the Central Government Employees and their families:-

1.1. Journey by Rail :

<u>Pay Range</u>	<u>Entitlement of Class</u>
(a) Rs. 2800 P.M. & above	II Class A.C. 2 Tier Sleeper/ I Class.
(b) Rs. 1400 P.M. & above but less than Rs.2800 P.M.	I Class/A.C. Chair Car.
(c) Less than Rs. 1400 P.M.	II Class (Sleeper)

The above entitlements at (a)&(b) shall also apply for the journey performed by II Class AC 2 Tier Sleeper and AC Chair Car on Rajdhani Express.

1.2. Journey by Road:

The Government's assistance towards the cost of journey between places not connected by rail will be admissible to the Govt. servants as under:-

- (i) Where a public transport system with vehicles running between fixed points, at regular intervals and charging fixed fare rates, exists the reimbursement will be the fare actually charged by such a system for the appropriate class of accommodation of the transport system.

Note:- Appropriate Class means as follows:-

- (a) Officers drawing pay of Rs. 1400 and above per mensem. By any type of bus including Super-deluxe, Delux, Express etc. buses but excluding Air conditioned bus.
- (b) Officers drawing pay of less than Rs.1400/- P.M. By ordinary buses only. The claims for travel in express buses may also be admitted, if the journey is actually performed by such

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performed by such bus in
of non-availability of seat in
ordinary bus.

- (ii) Where a public transport system does not exist, the entitlement will be regulated as in the case of journeys undertaken on transfer.

Note:- Leave Travel Concession shall not be admissible for journey by a private car (owned, borrowed or hired) or a bus, van or other vehicle owned or operated on charter by private operators. However, travel by Private Operator buses operating as regular service from point to point at regular intervals on fixed fare rates, with the approval of regional Transport Authority/State Govt. concerned will be admissible.

1.3 Journey by Sea:

In regard to places in territory of India connected by shipping services, the entitlement of a Govt. servant to travel by ship will be regulated as in the case of journey by ship undertaken on transfer.

1.4. Travel between places not connected by any means of transport;

For travel between places not connected by any means of transport, a Govt. servant can avail of animal transport like pony, elephant, camel etc. In such cases, mileage allowances will be admissible at the same rate as for journeys on transfer.

2. Pay for the purpose of entitlement as indicated above shall be the basic pay as defined in Fundamental Rule (21) (a) (i).

3. It is clarified that as in the past, journey by Ist Class ACC by train and by Air-conditioned buses will not be the entitled mode of journey for LTC purposes for any class of Government servants.

4. These orders will take effect from 1.11.86. Cases already decided otherwise than in accordance with these orders in respect of LTC journeys undertaken on or after 1.11.86, may be re-opened and arrears, if any, paid to the Government servants concerned.

5. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders issued in consultation with the Comptroller & Auditor General of India.

Copy sent
[Signature]

PUNJAB STATE ELECTRICITY BOARD

OFFICE OF THE SECRETARY

(Finance Section)

ORDER

Finance Circular
No. 38 /89

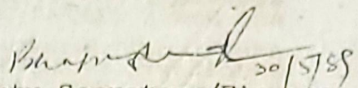
No. 163 /Fin./PRC-1988

Dated: 30.5 /1989.

Addendum to Board's office order No. 158/
Fin./PRC-1988 dated 10.5.1989.

The Punjab State Electricity Board is pleased to add the following clause in its office order No. 158/Fin./PRC-1988 dated 10.5.1989 :-

"The Shift Duty Allowance will be admissible only to those employees who are engaged in 3 shift operation/maintenance, including night shift."


Deputy Secretary/Finance.

Endst.No. 113416/114116 /Fin./PRC-1988 Dated: 30.5 /1989.

A copy of the above is forwarded to the following for information and necessary action :-

1. All Engineers-in-Chief/GM/Chief Engineers. (including Hydel Irrigation).
2. DIG/V&S, PSEB; Patiala.
3. OSD/Security, PSEB; Patiala.
4. All SES/Directors (including Hydel Irr.)
5. All Xens/Dy. Directors (-do-)
6. OSD/T to Chairman.
7. SE/T to Member(Hydel), Member(D) and Member(C).
8. SA/Accounts to Member/Finance & Accounts.
9. SA/T to Administrative Member.
10. CAO, PSEB; Patiala.
11. CAO/P&A, PSEB; Patiala (10 spare copies)
12. CAO/EAD, PSEB; Patiala (15 " ")
13. Chief Auditor, PSEB; PTA (5 " ")
14. Accounts & Finance Manager (15 " ")
GNDTP; Bathinda.
15. Financial Advisor, PSEB; Patiala.
16. Cost Controller, PSEB; Patiala.
17. Resident Audit Officer, (10 " ")
PSEB; Patiala.
18. Dy.CAO/HQs, PSEB; Patiala.
19. Dy.CAO/O&M, RTP; Ropar (5 " ")
20. Dy.CAO/Const., RTP; Ropar (5 " ")
21. Dy.CAO/Projects, Hydel, Patiala.
22. Dy.CAO/MM, PSEB; Patiala.
23. Dy.CAO/M&MHP, PSEB; Patiala.
24. Sr.Accounts Officer, ASHP; Anandpur Sahib.
25. Sr.Accounts Officer, Mukerian Hydel Project,
Talwara.
26. Sr.Accounts Officer, Thermal Const.GNDTP; Bathinda.

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27. AO/Pre-audit, Thermal Design, PSEB; Patiala.
28. AO/Const. (Site Accounts Cell), GNDTP; Bathinda.
29. All Sr. Accounts Officers/Accounts Officers in the Pre-audit Offices and Field Offices.

[Signature]
Superintendent/Finance.

Endst.No. 114117/467 /Fin./PRC-1988 Dated: 30. 5 /1989.

A copy of the above is forwarded to the following for information and necessary action :-

1. Commissioner for Finance & Secretary to Govt. of Punjab, Finance Department (Member PSEB), Punjab Civil Secretariat, Chandigarh.
2. Secretary to Govt. of Punjab, Deptt. of Irrigation and Power (IPP-1 Branch), Chandigarh.
3. Additional Secretary, BBMB; Chandigarh.
4. Secretary, NREB, F-Wing, Nirman Bhawan, New Delhi.
5. Secretary, BCB; Chandigarh.
6. Secretary, HPSEB; Shimla-4.
7. Chief Engineer/Transmission, BBMB; Chandigarh.
8. Chief Engineer/Electrical, Beas Project, Chandigarh.
9. Chief Engineer/Beas Sutlej Link, Sunder Nagar(HP).
10. Chief Engineer/Electrical, Chandigarh Administration, Chandigarh.
11. FA & CAO, Beas Project, Talwara Township.
12. General Manager, BCB; Talwara Township.
13. Finance Secretary, Chandigarh Administration, CHD.
14. General Manager, DESU, New Delhi.
15. Chairman & Managing Director, National Hydro Electric Power Corporation Ltd., 57, Manjusha Nehru Palace, New Delhi.
16. FA & CAO, BBMB; Chandigarh.
17. Director Public Relations, PSEB; Patiala.
18. Director/TTI, PSEB; Patiala.
19. All Dy. Secretaries/Under Secretaries/Inquiry Officer, PSEB.
20. Legal Advisor, PSEB; Patiala.
21. Sr. Industrial Relations Officers, PSEB; Patiala.
22. Dy. Secretary/Co-ordination, PSEB, B-54, Greater Kailash-I, New Delhi-110048.
23. PS to Chairman/Members/Secretary.
24. All Branch Officers and Heads of Sections.
25. Grievances Officer, PSEB; Patiala.
26. Protocol-cum-Liaison Officer, 171, 19-A, Chandigarh.
27. Secretary, Pay Revision Committee, PSEB; Patiala.
28. Engineer-in-Chief/Generation, BBMB, Nangal Township.
29. Secretary, HSEB; Panchkoola.

[Signature]
Superintendent/Finance.

PUNJAB STATE ELECTRICITY BOARD

(Finance Section)

Finance Circular
No. 39 / 89

ORDER

No. 164 /FIN/PRC-1988

Dated: 31-5-89

The Punjab State Electricity Board is pleased to take the following decisions in the revised scales of pay with effect from 1-1-1986 :-

(1)

For Employees in regular service on 1-1-1986

The structure of Master Scale in the revised scale w.e.f. 1-1-1986 will remain intact and similarly individual scales shall remain as per regulations notified vide O/O No. 129/Fin/PRC-1988 dated 11-11-1988 and further amended vide O/O No. 147/Fin/PRC-1988 dated 21-3-1989.

(2) (a)

The pay of the employees in regular service of the Board on 1-1-1986 will be fixed in the revised scale as per provisions of Regulations notified vide O/O No. 129/Fin/PRC-1988 dated 11-11-1988 and as per fitment table circulated vide Memo No. 233549/234899/Fin/PRC-1988 dated 2-12-1988.

(b)

deleted
vide No. 132
of 8.7.88
~~Similarly on promotion and grant of proficiency step-up(s), the pay of an employee will be fixed in the Master Scale as per provisions of the Regulations notified vide O/O No. 129/Fin/PRC-1988 dated 11-11-1988.~~

(3)

To compensate for loss in increment as fixed in the revised scale vis-a-vis old scales as available to the employees (increment+DA/ADA thereon on 1-1-1986), it has been decided to allow additional compensatory increment(s) in the case of employees who were in regular service of the Board as on 1-1-1986 ¹¹⁻¹¹⁻⁸⁸ when the pay of an employee rises as a result of routine increment at the following stages in the Master Scale.

Stags of pay by routine increment Raising pay to

Rs.	Rs.
1100	1125
1500	1530
1680	1720
1880	1920
2100	2150
2300	2350
2520	2580

To illustrate, by granting the above additional compensatory increment(s), the pay as a result of routine increments upto the stage of Rs. 2580 in the new Master Scale, will rise at stages under-lined, as below :-

750-20-950-25-1075-1125-25-1200-30-1470-1530
-30-1560-40-1640-1720-40-1840-1920-40-2000-
50-2050-2150-50-2250-2350-50-2460-2580.

Note: The above benefit of compensatory increments will not be permissible to such of the employees of the Board who joined/join regular service after 1.1.1986. 11.11.88

No No 206
25-580

If as a result of grant of above compensatory increment(s), the pay of a junior employee happens to be fixed at the stage/higher stage in the Master Scale than his senior, the senior employee will not be entitled to claim pay anomaly vis-a-vis his junior.

[Signature]

Secretary,
Punjab State Elec. Board,
Patiala.

Endst.No. 115396/116846 /Fin./PRC-1988 Dated: 31.5 /1989.

A copy of the above is forwarded to the following for information and necessary action :-

1. All Engineers-in-Chief/GM/Chief Engineers, (including Hydel Irrigation).
2. DIG/V&S, PSEB; Patiala.
3. OSD/Security, PSEB; Patiala.
4. All SES/Directors (including Hydel Irr.)
5. All Xens/Dy. Directors (-do-)
6. All SDOs in PSEB.
7. OSD/T to Chairman.
8. SE/T to Member(Hydel), Member(D) and Member(C).
9. SA/Accounts to Member/Finance & Accounts.
10. SA/T to Administrative Member.
11. CAO, PSEB; Patiala.
12. CAO/P&A, PSEB; Patiala. (10 spare copies)
13. CAO/EAD, PSEB; Patiala (15 " ")
14. Chief Auditor, PSEB; Patiala (5 " ")
15. Accounts & Finance Manager, (15 " ")
GNDTP; Bathinda.
16. Financial Advisor, PSEB; Patiala.
17. Cost Controller, PSEB; Patiala.
18. Resident Audit Officer, PSEB (10 " ")
Patiala.
19. Dy.CAO/Hqs, PSEB; Patiala.
20. Dy.CAO/O&M, RTP; Ropar (5 " ")
21. Dy.CAO/Const., RTP; Ropar (5 " ")
22. Dy.CAO/Projects, Hydel, Patiala.
23. Dy.CAO/MM, PSEB; Patiala.
24. Dy.CAO/M&MHP, PSEB; Patiala.
25. Sr.Accounts Officer, ASHP; Anandpur Sahib.
26. Sr.Accounts Officer, Mukerian Hydel Project, Talwara.

PUNJAB STATE ELECTRICITY BOARD

OFFICE OF THE SECRETARY

(Finance Section)

Finance Circular
No. 40/89

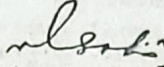
ORDER

No. 165 /Fin./PRC-1988

Dated: 2-6 /1989.

Addendum to Board's office order
No. 164/Fin./PRC-1988 dated 31.5.1989.

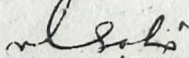
In the illustrated master scale of the grant of additional compensatory increments in Sub-para(3), between the figure "2350-60" the figure "-50-2400" be inserted to be read as '2350-50-2400-60-2460.'


Superintendent/Finance.

Endst.No. 121116/122566 /Fin./PRC-1988 Dated: 2/6 /1989.

A copy of the above is forwarded to the following for information and necessary action :-

1. All Engineers-in-Chief/GM/Chief Engineers, (including Hydel Irrigation).
2. DIG/V&S, PSEB; Patiala.
3. OSD/Security, PSEB; Patiala.
4. All SEs/Directors
5. All Xens/Dy.Directors (including Hydel Irr.)
6. All SDOs in PSEB. -do-
7. OSD/T to Chairman.
8. SE/T to Member(Hydel), Member(D) and Member(C).
9. SA/Accounts to Member/Finance & Accounts.
10. SA/T to Administrative Member.
11. CAO, PSEB; Patiala.
12. CAO/P&A, PSEB; Patiala. (10 spare copies)
13. CAO/EAD, PSEB; Patiala (15 " ")
14. Chief Auditor, PSEB; Patiala (5 " ")
15. Accounts & Finance Manager, (15 " ")
GNDTP; Bathinda.
16. Financial Advisor, PSEB; Patiala.
17. Cost Controller, PSEB; Patiala.
18. Resident Audit Officer, PSEB; (10 " ")
Patiala.
19. Dy.CAO/Hqs, PSEB; Patiala
20. Dy.CAO/O&M, RTP; Ropar (5 " ")
21. Dy.CAO/Const., RTP; Ropar (5 " ")
22. Dy.CAO/Projects, Hydel; Patiala.
23. Dy.CAO/MM, PSEB; Patiala.
24. Dy.CAO/M&MHP, PSEB; Patiala.
25. Sr.Accounts Officer, ASHP; Anandpur Sahib.
26. Sr.Accounts Officer, Mukerian Hydel Project,
Talwara.
27. Sr.Accounts Officer, Thermal Const., GNDTP; Bathinda.
28. AO/Pre-audit, Thermal Design, PSEB; Patiala.
29. AO/Const.(Site Accounts Cell), GNDTP; Bathinda.
30. All Sr.Accounts Officers/Accounts Officers in
the Pre-audit Offices and Field Offices.


Superintendent/Finance.

Contd...P/2

Dated: 2-6-89

Letter No. 122567/917 /FIN/PRC-1988

A copy of the above is forwarded to the following for information and necessary action :-

1. Commissioner for Finance & Secretary to Govt. of Punjab, Finance Department (Member PSEB) Punjab Civil Secretariat, Chandigarh.
2. Secretary to Govt. of Punjab, Deptt. of Irrigation and Power (IPP-1 Branch), Chandigarh.
3. Additional Secretary, BBMB, Chandigarh.
4. Secretary, NREB, F-Wing, Nirmal Bhawan, New Delhi.
5. Secretary, BCB, Chandigarh.
6. Secretary, HPSEB, Shimla-4.
7. Chief Engineer/Transmission, BBMB, Chandigarh.
8. Chief Engineer/Electrical, Beas Project, Chandigarh.
9. Chief Engineer/Beas Sutlej Link, Sunder Nagar (HP).
10. Chief Engineer/Electrical, Chandigarh Admn., Chandigarh.
11. FA & CAO, Beas Project, Talwara Township.
12. General Manager, BCB, Talwara Township.
13. Finance Secretary, Chandigarh Admn., Chandigarh.
14. General Manager, DESU, New Delhi.
15. Chairman & Managing Director, National Hydro Electric Power Corporation Ltd., 57, Manjusha, Nehru Palace, New Delhi.
16. FA & CAO, BBMB, Chandigarh.
17. Director Public Relations, PSEB, Patiala.
18. Director/ TTI, PSEB, Patiala.
19. All Dy. Secretaries/Under Secretaries/Inquiry Officer, PSEB.
20. Legal Advisor, PSEB, Patiala.
21. Sr. Industrial Relations Officer, PSEB, Patiala.
22. Dy. Secretary/Co-ordination, PSEB, B-54, Greater Kailash-I, New Delhi.
23. PS to Chairman/Members/Secretary.
24. All Branch Officers and Heads of Sections.
25. Grievances Officer, PSEB, Patiala.
26. Protocol-cum-Liaison Officer, 171, 19-A, Chandigarh.
27. Secretary, Pay Revision Committee, PSEB, Patiala.
28. Engineer-in-Chief/Generation, BBMB, Nangal Township.
29. Secretary, HSEB, Panchkoola.
30. Under Secretary/Meetings, PSEB, Patiala.

[Signature]
Superintendent/Finance