

F.No.A.26017/14/2020.Ad.II.A
Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs

North Block, New Delhi
Dated the 12th November, 2021

To

All Principal Chief Commissioner of CGST & Central Excise,
All Chief Commissioner of CGST & Central Excise and Customs,
All Principal Chief Commissioner of Customs,
All Principal Director General CBIC/Director General.

Subject:- Proposal for seeking relaxation of guidelines on Air Travel on Tours/LTC are again circulated.

Sir/Madam,

Attention is invited towards Department of Expenditure O.M.No.19024/22/2017-E.IV dated 19th July, 2017 and 27.02.2018 (copy enclosed) which provides that all cases of Air travel, both domestic and international, where the Government of India bears the cost of air passage, the officials concerned may travel only by Air India Flight. The said instructions as contained in the aforesaid O.M were reiterated to adhere to these instructions scrupulously vide Board's letter of even number dated 01.06.2017, 31.08.2017, 21.02.2019 and 27.05.2020.

2 Despite the reiteration of the aforesaid instructions the Board has been receiving a number of references from the different Commissionerates/ Directorates, in a routine manner, seeking relaxation in guidelines in respect of travel by airlines other than Air India and also seeking relaxation of rules allowing purchase of tickets from sources other than those specified in Department of Expenditure O.M.No.19024/1/2009-E.IV dated 16.09.2010. As per extant instructions, the relaxation in such case is required to be obtained from Department of Expenditure as the power to grant relaxation vests with the Department of Expenditure.

3. On examining one such proposal, the Department of Expenditure has advised this Department again to ensure strict compliance of extant air travel guidelines by all officials/officers under administrative control of CBIC as henceforth relaxation on account of ignorance/unawareness about these guidelines would not be considered.

4. In order to avoid reoccurrence of such cases in future, it is once again required to bring the extant guidelines of Department of Expenditure on air travel, of all concerned, for strict compliance in view of observation made by Department of Expenditure, as indicated in para 3 above.

5. Further, Department of Expenditure has issued O.M. No. 19024/01/2021-E.IV dated 27.10.2021 (copy enclosed). All cases of air travel (both domestic and international) including LTC where the Government of India bears the cost of air passage, the officials concerned may travel only by Air India. Air India has stopped extending credit facility on account of purchase of air tickets. Air tickets from Air India, may be purchased in cash till further instructions. Therefore, all concerned Commissionerates/Directorates are requested to bring these instructions to the notice of their officials/officers under their administrative control for compliance.

Yours faithfully

Encl.:- As above


(RAJENDRA KUMAR)
Deputy Secretary to the Government of India
Phone No. 011-2309 5530

No. 19024/22/2017-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi

Dated the 19th July, 2017

Office Memorandum

Subject: - Guidelines on Air Travel on Official Tours -- Purchase of air ticket from authorized agent.

The undersigned is directed to refer to this Departments' O.M. No. 19024/1/2005-E.IV dated 24.03.2006, O.M. No. 19024/1/2009-E.IV dated 16.09.2010 and O.M. No. 19024/1/2012-E.IV dated 09.07.2013 regarding guidelines on Air travel. As per these guidelines, in all cases of Air Travel where the Government of India bears the cost of air passage, Air Tickets may be purchased directly from Airlines (at Booking counters/office/Website of Airlines) and if needed, by utilizing the services of three Authorized Travel Agents viz. M/s Balmer Lawrie & Company Limited (BLCL), M/s Ashok Travels & Tours (ATT) and Indian Railways Catering and Tourism Corporation Ltd. (IRCTC).

2. This Department is receiving a large number of proposals from various Ministries/Departments seeking ex-post-facto relaxation of the prescribed procedure for purchase of air tickets from authorized travel agents only.

3. The matter has been reconsidered in this Department. All Ministries/Departments are again directed to:

(i) Ensure strict compliance of extant guidelines for purchase of air ticket directly from Airlines (at Booking counters/office/Website of Airlines) or from three authorized Travel Agents viz. M/s Balmer Lawrie & Company Limited, M/s Ashok Travels & Tours and IRCTC only by all officials/offices under their control. Henceforth relaxation on account of ignorance/unawareness of these guidelines will not be considered by this Department.

ii) In case of non-availability of authorized agent at a particular place, ticket may be booked from website of Airlines or web portal of Balmer Lawrie & Company Ltd., M/s Ashok Travels & Tours and IRCTC.

iii) In respect of Non-officials of Committees/Boards/Panels, the concerned Ministry/Department have to mention in the meeting notice that the Non-official Member has to purchase the ticket from authorized travel agent only otherwise his claim will not be settled by that Ministry/Department.

iv) All Ministries/Departments of the Government of India, etc. have to widely circulate this O.M. in all offices including attached/subordinate offices/ autonomous bodies under their control with specific instructions to Heads of Departments concerned for strict compliance of these guidelines. Non-compliance of these guidelines by Ministries/Departments will be treated as lapse on the part of the concerned Ministry/Department.



(Nirmala Dev)

Deputy Secretary to the Government of India

To,

All Ministries/Departments of the Government of India as per standard distribution list

Copy O/o C&AG, UPSC etc. as per standard endorsement list.

No. 19024/22/2017-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated the 27th February, 2018

Office Memorandum

Subject: - Guidelines on Air Travel on Official Tours – Purchase of air ticket from authorized agent.

The undersigned is directed to refer to this Departments' O.M. No. 19024/22/2017-E.IV dated 19.07.2017 regarding guidelines on Air travel where the Govt. of India bears the cost of passage. As per this O.M., Ministries/Departments were asked to ensure that these instructions are given adequate coverage and were to be circulated to all so that 'lack of knowledge' of the rules is not cited as an excuse. In spite of these instructions, a large number of cases for relaxation of air travel guidelines due to purchase of air ticket from unauthorized travel agents, are still being received in this Department.

2. The matter has been re-considered and it has been decided that all such cases of air travel where tickets have been purchased after issue of this Department's O.M. dated 19.07.2017, seeking relaxation of air travel guidelines pertaining to purchase of air ticket from authorized agent, should have the approval of Secretary of the Administrative Ministry before referring the same to Department of Expenditure.

This is issued with the approval of Secretary Expenditure.



(Nirmala Dev)

Deputy Secretary to the Government of India

To,

All Ministries/Departments of the Government of India as per standard distribution list

Copy O/o C&AG, UPSC etc. as per standard endorsement list.

No.19024/1/2021-E.IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated the 27th October, 2021.

OFFICE MEMORANDUM

Subject:- Air Travel on official account - Stoppage of credit facility by Air India.

The undersigned is directed to refer to this Department's O.M. No.19024/01/2009-E.IV dated 13.07.2009 wherein it has been mentioned that in all cases of air travel (both domestic and international) including LTC where the Government of India bears the cost of air passage, the officials concerned may travel only by Air India.

2. Recently, the Government of India has decided to disinvest Air India, the process of disinvestment of Air India and Air India Express is ongoing. Air India has stopped extending credit facility on account of purchase of air tickets. Therefore, all Ministries/ Departments are directed to clear Air India's dues immediately. Air tickets from Air India, may be purchased in cash till further instructions.
3. Ministries/ Departments are directed to brought out these instructions to the notice of their Subordinate offices/ Institutes etc. under their administrative control, for compliance.
4. This is issued with the approval of Finance Secretary & Secretary (Expenditure).


(Nirmala Dev)
Director

All Ministries/ Department of the Government of India (as per standard distribution list).

Copy to : C&AG, UPSC, Rajya Sabha/ Lok Sabha etc. as per standard endorsement list.

CMD, Air India Limited.