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INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN : NEW DELHI

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Dated 4th May, 2011.OFFICE MEMORANDUMSubject: Procurement of air tickets for LTC/TA.

It has been observed that many ICAR Institutes are procuring air tickets on account of TA/LTC for their employees from Private Travel Agents which is gross violation of Ministry of Finance O.M. No.19024/1/2009-E-IV dt. 16.09.2010 which resulted in loss to the Council on account of not getting cash back incentives for such unauthorized booking. The matter has been looked into the Council and a serious view has been taken regarding such unauthorized bookings.

In view of the above facts, it is requested that guidelines issued by above O.M. of Ministry of Finance may kindly be strictly adhered to which will ensure correct cash back incentives to the Council for total booking done in Indian Airlines through authorized mode as mentioned in said O.M.

Matter of endorsing deal code while doing online booking in Indian Airlines website is already taken up with their Marketing Department and very shortly will be restored and for the time being the booking done in Indian Airlines website without putting the deal code will be declared authorized booking.

This issues with the approval of Secretary (DARE) & D.G., ICAR.

(DILIP ROY)
UNDER SECRETARY(CASH)

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3. Shri Hans Raj, Information System Officer (DIPA), KAB-I, New Delhi for posting the above mentioned letter in the ICAR Web-site.
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4 May 2011

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