

No.5/27/98-1FR
GOVERNMENT OF HARYANA
FINANCE DEPARTMENT

Chandigarh, the 05th
June, 2006

- (1) All Heads of Departments, Commissioner of Divisions,
All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana
- (2) Registrar, Panjab and Haryana High Court, Chandigarh

Subject: Air Travel by Government Servants within India on Official duty.

Sir,

In the recent past a number of new private airlines have started offering very attractive low air journey. Even Indian Airlines and other old private airlines have also introduced discounted fare. Keeping in view the emerging scenario, the question of allowing entitled officers to travel by airlines other than Indian Airlines(India) at concessional rates as part of economy measure has been under consideration of the State Government. Now in suppression of all the instructions on the subject, government has decided to allow entitled officers to travel by any airlines on official duty within the country with the following conditions:-

- (i) The basic criteria for selecting airlines other than Indian Airlines/Air India would be better and more competitive prices being offered by other airlines.
- (ii) Various incentive schemes and concessional fares offered by Indian Airlines/Air India will also be fully utilized.
- (iii) Each officer who is undertaking domestic travel by air within his entitled class, should endeavor to take advantage of the concessions being provided by the airlines, to effect possible saving vis-à-vis the normal fares.
- (iv) Officers should try to make their booking in advance to the extent possible, so that benefits of discounted fares can be obtained. However, the official work should not be deferred because discounted fares are not available.
- (v) Under no circumstances, should the fare exceed the normal fare of the entitled class offered by Indian Airlines/Air India or their subsidiaries.
- (vi) Individual officers are encouraged to make bookings through the internet. It would required a credit card through which payments can be made. Reimbursement of service charge expenses on such credit card would be permissible.

Yours faithfully,

(Rajender Kumar Kataria)
Joint Secretary Finance
For Financial Commissioner & Principal Secretary
To Government, Haryana, Finance Department.