



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DEIHI-II0096

28.12.2020

Office Order

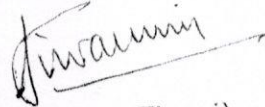
Sub.: Special Cash Package Equivalent in lieu of Leave Travel Concession Fare for Central Government Employees during the Block Year 2018-21

The Department of Expenditure, Ministry of Finance, Govt. of India, vide OM No. 12(2)/2020-EII (A) dated 12.10.2020 has issued orders towards reimbursement of cash equivalent of LTC, comprising Leave Encashment and LTC, if an employee opts for this of one LTC in the Block of 2018-21 subject to the conditions, as contained in the aforesaid OM and subsequent FAQs dated 20.10.2020, 10.11.2020 and 25.11.2020 on the above cited subject.

Further, University of Delhi vide Notification No. Estab. II (i)/2012/39/944 dated 19.11.2020 has also endorsed the above said OM.

Accordingly, college is in receipt of applications from a number of employees. In this context, all concerned are hereby informed that the college is not in a position to entertain all such request/claims, due to non-release of sufficient funds by the funding agency. Further, those employees who wish to avail aforesaid special cash package may make the purchases/avail services, as per the provisions of above said OM and FAQs, and submit their reimbursement claims to the Administration. The payment will be done on receipt of sufficient funds from the funding agency. In case sufficient funds are not released by the funding agency during the current financial year up to 31.03.2021, all such claims/reimbursement shall be forfeited, as the said orders are effective from 12.10.2020 and will be in force during the current financial year till 31st March, 2021.

It is once again reiterated, that claims shall only be reimbursed if sufficient funds are released by the funding agency and the purchases made/services are as per the provisions contained in the above said OM and FAQs. -


(Dr. Sanjeev Kumar Tiwari)
Principal (Offg.)

Copy for information to;

1. S.O. (Admin.)
2. S.O. (A/cs)
3. ITC - To upload on college website
4. Mr. Nishant Rahore -To email all permanent staff (Teaching & Non-Teaching)

3514
28/12/20

MAHARAJA AGRASEN COLLEGE

(University of Delhi)
Vasundhara Enclave, Delhi-96

Application Form for Special Cash Package in lieu of LTC (LTC fare + EL encashment) during block year 2018-21

1. Name/ Designation of the Staff : _____
2. Date of entering the Government Service: _____
3. Basic Pay: Rs. _____ Pay Matrix Level: _____
4. Whether Permanent or Temporary : _____
5. Home Town as recorded in Service Book: _____
6. Whether wife/ Husband is employed
and if so whether entitled to LTC. : _____
7. Whether the concession is to be surrendered
for visiting home town, and if so block year : _____
8. If the concession is to be surrendered "anywhere in India", Block Year proposed
to be surrendered : _____
9. Single Deemed LTC fare : Rs. _____
10. Persons in respect of whom LTC is proposed to be availed:

Sl. No.	Name	Age	Date of Birth	Relationship	Block year to be availed
1					
2					
3					
4					

P.T.O.

11. No. of Days for EL Encashment (Max. 10 Days) : _____

I hereby undertake that;

(i) the particulars furnished above are true and correct to the best of my knowledge. I undertake to produce the invoice(s) indicating clearly the GST number and the amount of GST paid towards purchase of goods and availing services which carry a GST rate of not less than 12 % from GST registered Vendors/ Service providers through Cheque / DD / NEFT/ RTGS/ Banker's cheque.

(ii) I am aware of the fact that the said special package is effective from 12.10.2020 and will be enforce during the current Financial Year 2020-2021 till 31.03.2021 and in the event of non-receipt of sufficient Grand-in-Aid/ funds from the funding agency, my case for special cash package in lieu of LTC for the Block Year 2018-2021 would be forfeited and I will not hold the college responsible for not entertaining my claim for reimbursement.

Further, I undertake that I have read all the terms and conditions mentioned in the Office Memorandums no. F.No.12(2)/2020-E.II(A) dated 12.10.2020 issued by the Govt. of India, Ministry of Finance and subsequent FAQs dated 20.10.2020, 10.11.2020 & 25.11.2020 regarding special cash package equivalent in lieu of LTC during the Block Year 2018-21.

Date:

Signature of the Employee