



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY

(केंद्रीय विश्वविद्यालय / A Central University)

कुलाध्यक्ष का सर्वोत्तम विश्वविद्यालय पुरस्कार, 2016 और एनआईआरएफ भारत रैंकिंग 2016: 05

Visitor's Best University Award, 2016 and NIRF India Rankings 2016: No. 05

कुल सचिव का कार्यालय / OFFICE OF THE REGISTRAR

तेजपुर - 784028 :: असम / TEZPUR - 784 028 :: ASSAM

No.F.11-11/VI(E)/ 2691-A

Dated: 01.10.2018

Notification

As stipulated by the Government of India, all concerned employees of the University, who are entitled to travel by air, are requested to travel invariably by Air India for the purpose of LTC and any other official journey. Further, as per stipulation, in all cases of air travel, air ticket shall be purchased directly from Airlines (at Booking counter/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).

This may also be followed while inviting examiners, members on various committees, Visiting Professors, Adjunct/Guest Faculties and all other invitees where the cost of air passage is borne by the University or is met out of the funds provided by the Govt. of India.

In cases where journey by the Air India is not practically possible or is extremely inconvenient, proposal in prescribed format may be sent to the Registrar for obtaining prior approval from the JS & FA, MHRD, Govt. of India (competent authority for the purpose).

All concerned are requested to ensure strict compliance of the above stipulations of the Govt. of India, failing which claim for reimbursement shall not be entertained.

Issued with due approval.


(Biren Das)
Registrar

Copy forwarded to:-

1. Finance Officer, Tezpur University for information and necessary action.
2. Secy. to the Vice-Chancellor, Tezpur University for kind information of the Vice-Chancellor.
3. Webmaster with a request to upload in the University website.
4. Concerned file.


Registrar