



पूवोत्तर पर्वतीय विश्वविद्यालय

Phone :
Grams : NEHU

पू. ष० विवि० परिसर, शिलांग-७९३०२२ (मेघालय)

North-Eastern Hill University

NEHU Campus, Shillong - 793 022 (Meghalaya)

NO.FA.4/TA-CIRCULAR/2020-21/Pt. -104

Dated 21/4 June 2020.

Addendum

In addition to the earlier Circular No.FA.67/LTC-FIN/2019-20/169 dated 22 July 2019 and Circular No.FA.4/TA-CIRCULAR/2019-20/Pt-245 dated 20 September 2019 the following may please be noted for strict compliance:

1. For travelling by road on tour/official purposes, if two to three persons are going or coming to the same place/venue and for the same purpose, they should travel in the same vehicle together so as to minimise travel expenditure.
2. Travelling Allowance drawn for outstation movements on medical ground would be limited to AC-II tier only.
3. Air travel on medical ground may be allowed only for emergency and critical cases only duly recommended and certified by the CMO NEHU.
4. Claims for full taxi by entitled official and faculty should be accompanied with a taxi receipt supported with a *toll gate e receipt* too. Taxi receipt should also bear the name/type of the vehicle.
5. Reimbursement for the purpose of LTC shall be admissible in respect of journeys performed by vehicles operated by Tourism Development Corporations in Public Sector, State Transport Corporations and transport services run by the Central or State Government or local bodies.
6. In case of journey between places not connected by any public /Government means of transport, the Government servant shall be allowed reimbursement as per his entitlement for journey on transfer for maximum limit of 100kms covered by the private/ personal transport based on self-certification from the Government servant. Beyond this, this expenditure shall be borne by the Government servant.
7. A Government servant or his family dependant may travel by any route but the reimbursement shall be limited to the fare by the shortest route, irrespective of the fact whether the journey was performed by the shortest or any other route.


Finance Officer

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7. All the Deans of School, NEHU, Shillong (dean@nehu.ac.in)
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16. Shri W.Thongnibah for uploading in the University website.(webnehu@nehu.ac.in)
17. Office file.


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