

F. No.A-26017/218//2016.Ad.II.A
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise & Customs

New Delhi, the 31st October, 2017

To

All Principal Chief Commissioner of GST and Central Excise,
All Principal Chief Commissioner of Customs,
All Principal DG/Directors General in CBEC.

Subject:- Proposal for seeking relaxation of guidelines on Air Travel on Tours.

Sir,

Department of Expenditure has vide Office Memorandum No.19024/22/2017-E.IV dated 19.07.2017 issued guidelines on purchase of Air ticket from authorized travel agent on official tour.

2. Para 2 and 3 of said O.M. dated 19.07.2017 is reproduced below:-

"2. This Department is receiving a large number of proposals from various Ministries/Departments seeking ex-post-facto relaxation of the prescribed procedure for purchase of air tickets from authorized travel agents only.

3. *The matter has been reconsidered in this Department. All Ministries/Departments are again directed to:-*

(i) *Ensure strict compliance of extant guidelines for purchase of air ticket directly from Airlines (at Booking counters/office/Website of Airlines) or from three authorized Travel Agents viz M/s Balmer Lawrie & Company Limited, M/s Ashok Travels & Tours and IRCTC only by all officials/offices under their control. Henceforth relaxation on account of ignorance/unawareness of these guidelines will not be considered by this Department.*

(ii) *In case of non-availability of authorized agent at a particular place, ticket may be booked from website of Airlines or web portal of Balmer Lawrie & Company Ltd., M/s Ashok Travels & Tours and IRCTC.*

(iii) *In respect of Non-officials of Committees/Boards/Panels, the concerned Ministry/Department have to mention in the meeting notice that the Non-official Member has to purchase the ticket from authorized travel agent only otherwise his claim will not be settled by that Ministry/Department."*

3. The Board has been receiving a number of cases from the various Commissionerate/Directorates, in a routine manner, seeking relaxation of guidelines in respect of travel by airlines other than Air India and also seeking relaxation of rules allowing purchase of tickets from sources other than those specified in Department of Expenditure O.M.No.19024/22/2017-E.IV dated 19.07.2017 (copy enclosed). On examination, references are further sent to the IFU for their concurrence, wherever necessary.

4. On one such proposal, the Department of Expenditure has advised this Department to ensure strict compliance of extant air travel guidelines by all officials/offices under their administrative control, as relaxation on account of ex-post facto will not be considered in future except in exceptional circumstances.

5. Accordingly, all Chief Commissioners/Director Generals are requested to bring the extant guidelines of Department of Expenditure on air travel, to notice of all concerned, for strict compliance. Non compliance of these guidelines will be treated as lapse on part of the concerned Chief Commissioner/Director General.

Yours faithfully,



(A.K. Qasim)

Director (Ad.II.A & B)

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