



Avinashilingam Institute for Home Science and Higher Education for Women
(Deemed to be University Estd. u/s 3 of UGC Act 1956, Category A by MHRD)
Re-accredited with A++ Grade by NAAC. CGPA 3.65/4, Category I by UGC
Coimbatore - 641 043, Tamil Nadu, India


01 MAR 2023


CIRCULAR

Sub: Availing Air Travel during LTC and on Official Tour - **Booking Air Tickets only from GOI authorised Agencies** - Instructions issued -
Reg.,

Ref: DOPT OM No.31011/6/2022-Estt., dated 02.12.2009 and 19th June 2014.

With reference to the above, all staff members are hereby instructed to strictly adopt the DOPT Rules vide reference cited with respect to Booking Air Tickets during their LTC and (or) Official Tour purposes, shall hereinafter book Air Tickets only from the official website of the Airlines/Booking counters and (or) the GOI - Authorised agencies such as "Balmer Lawrie & Co.Ltd., Ashok Travels & Tours and IRCTC". If the Air Tickets are booked, other than the above agencies/modes, the submitted claims can't be sanctioned and will be returned at once.


FINANCE OFFICER
1.3.23


REGISTRAR
1/3/23