



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

NO.A.60011/56/2009-PP

December 7, 2009

Regional Executive Director  
Airports Authority of India  
**Western/ Northern/ Eastern/Southern/ North-Eastern Region**

Airport Director  
Airports Authority of India  
**CHENNAI/KOLKATA**

Principal, CATC, **Allahabad**

ED,RCDU/FIU, SAP, **New Delhi**

GM CRSD/E&M Workshop, SAP, **New Delhi**

**Sub : Austerity Measures – Instructions on LTC by Air- Clarification**

Sir,

Further to this letter of even number dated 25.11.2009 (copy enclosed), it is clarified that the cases of the employees who have applied for LTC and in anticipation of sanction order also purchased the tickets before 25.11.2009 i.e. the date of issuance of the aforementioned order, may be dealt with as per rules applicable prior to the said date.

2. Other terms and conditions for grant of LTC shall remain unchanged.
3. This issues with approval of the Competent Authority.

**Yours faithfully,**

  
( DN SHYAM PRASAD ) 7/12/09  
Jt. General Manager (P)

**Encl : As above**

**Copy to :**

- i. Sr. EA to Chairman
- ii. EAs to Member(Ops.)/Member(Fin.)/Member(P&A)/Member(Plg.)/CVO
- iii. ED(Fin)/ED(Admn)/EDCA&CS)/Heads of Personnel/Finance at Regions/Airports
- iv. All HoDs at RG Bhawan, SAP, Operational Offices, AAI Office Complex
- v. GM(IT) for uploading on website
- vi. General Secretary, ATC Guild(I)/ACOA(I)/AAOA(I)/IAAIOA/ AAIE Guild /AAISC/ST Welfare Association
- vii. General Secretary, AAEU



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

NO.A.60011/56/2009-PP

November 25, 2009

Regional Executive Director  
Airports Authority of India  
Western/ Northern/ Eastern/Southern/ North-Eastern Region

Airport Director  
Airports Authority of India  
CHENNAI/KOLKATA

Principal, CATC, Allahabad

ED,RCDU/FIU, SAP, New Delhi

GM CRSD/E&M Workshop, SAP, New Delhi

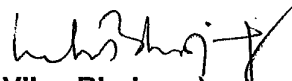
**Sub : Austerity Measures – Instructions on LTC by Air.**

Sir,

Further to this letter of even number dated 29.06.2009 & 22.07.2009 on the subject noted above, the following has been decided :-

- i. Employees who are eligible to travel by air on LTC will be provided air ticket by AAI at the lowest fare available as per their entitlement.
  - ii. Employees are advised to furnish their travel plans at least two months prior to commencement of journey.
  - iii. In case if an employee after issuance of the tickets cancels or reschedules the programme, the difference in charges, if any, will have to be borne by the employee.
  - iv. Booking of tickets, cancellation and rescheduling etc. of Air journey are to be done through office only.
2. Other terms and conditions for grant of LTC shall remain unchanged.
  3. Respective Heads of Finance/Personnel or Airport Directors/HODs are requested to take appropriate measures to facilitate the above.

Yours faithfully,

  
( Vilas Bhujang )  
General Manager (P)

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- i. Sr. EA to Chairman
- ii. EAs to Member(Ops.)/Member(Fin.)/Member(P&A)/Member(Plg.)/CVO
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