



**Subject:- Clarification regarding payment of Leave Travel concession to Punjab Government employees and Travel Concession to the Punjab Government pensioners.**

Sir/Madam,


Please find enclosed herewith copy of Finance Department Pb. Govt. (Finance Pension Policy and coordination Branch) Notification No. **FD-FPPCOMISC/284/2021-3FPPC** dated 30/05/2022 on the subject cited above.

It is requested that this order may be circulated to all District Treasury officers under your control and Leave Travel concession to the Punjab Govt. pensioners may be allowed accordingly.

Please acknowledge receipt of the same.

**Encl:** As above

Yours faithfully



**Sr. Accounts Officer**

**GOVERNMENT OF PUNJAB  
DEPARTMENT OF FINANCE  
(FINANCE PENSION POLICY AND COORDINATION BRANCH)**

Dated: Chandigarh: 30.05.2022

To

- I. All Special Chief Secretaries, Additional Chief Secretaries, Financial Commissioners, Principal Secretaries and Administrative Secretaries to Government of Punjab.
- II. All Head of Departments of the State;
- III. All Commissioners of Divisions;
- IV. The Registrar, Punjab and Haryana High Court, Chandigarh;
- V. All Deputy Commissioners and District & Sessions Judges and;
- VI. Secretary, Punjab Vidhan Sabha.
- VII. All Pension Disbursing Banks

**Subject: - Clarification regarding payment of Leave Travel concession to Punjab Government employees and Travel Concession to the Punjab Government pensioners**

Sir/Madam,

I am directed to invite a reference to the subject cited above and to say that Finance Department has issued an instruction regarding payment of Travel Concession to only one pensioner in case both husband and wife are the Punjab Government pensioners vide letter no. 1/40/98-IFP3/15734 Dated-16-12-98.

2. Now it has come to the notice of the Government that some of the Pension Disbursing banks are making payment of Travel concession to both husband and wife who are Punjab Government pensioners, which is in contradiction of Punjab Government letter no. 1/40/98-IFP3/15734 Dated-16-12-98.
3. In addition to above, in the cases where one of the spouse is Punjab Government employee and the other is Punjab government Pensioner, it has been clarified that LTC can be extended to only one of them. Both the husband and wife cannot claim the LTC/TC separately.
4. All the Pension Disbursing banks are hereby directed to obtain undertaking as per Annexure A before disbursing the Travel Concession with the pension of June, 2022 paid in July, 2022.
5. All Leave Travel Concession sanctioning Authorities are also requested to obtain undertaking in the prescribed format (Annexure 'B') before sanctioning the LTC to any Punjab Government employee.

08 JUN 2022

Yours faithfully,

*Jaswinder Singh*  
(Jaswinder Singh)

Under Secretary Finance

*G*

A copy of the above is forwarded (included one spare copy) to the following for information and necessary action: -

1. Accountant General (Audit), Punjab.
2. Accountant General (A&E), Punjab, Chandigarh.
3. Accountant General, (A&E) Uttarakhand, Orai Motor Building, Saharanpur Road Majra, Dehradun.
4. Accountant General, (A&E), Allahabad, U.P.
5. Accountant General, (A&E), Jammu, J&K

*Jaswinder Singh*  
Under Secretary Finance

*G*

*R*

*PPCB*



22

ANNEXURE - AUndertaking by Pensioner

1. I \_\_\_\_\_ am pensioner of Punjab Govt. and my PPO no. is \_\_\_\_\_

2. I hereby declare that particulars of my spouse is as under:-

Name:

Employed/Pensioner:

Name of the Department:

IHRMS Code/PPO No.

Date of Retirement:

Name of Pension disbursing bank:

Bank Branch Name:

Bank Account No:

3. Whether spouse is claiming LTC from his/her department. (if no, a certificate in this regard from the LTC sanctioning authority must be attached if the pensioner opts to claim LTC.)

4. Whether spouse is claiming Travel concession from his/her pension disbursing bank. (If no, a certificate in this regard from the pension disbursing bank of the spouse must be attached if the pensioner opts to claim LTC)

5. As my spouse is not claiming/availing any LTC/TC from his/her employer or from pension disbursing bank as stated above, I hereby opt to draw Travel Concession with my pension.

OR

As my spouse is claiming/availing any LTC/TC from his/her employer or from pension disbursing bank as stated above, I hereby opt not to draw Travel concession with my pension.

Signatures

2022

ANNEXURE - BUndertaking by employee

1. I \_\_\_\_\_ am employee of Punjab Govt. and my department is \_\_\_\_\_.

2. I hereby declare that particulars of my spouse is as under:-

Name:

Employed/Pensioner:

Name of the Department:

IHRMS Code/PPO No.

Date of Retirement:

Name of Pension disbursing bank:

Bank Branch Name:

Bank Account No:

3. Whether spouse is claiming LTC from his/her department. (if no, a certificate in this regard from the LTC sanctioning authority must be attached if the employee opts to claim LTC.)

4. Whether spouse is claiming Travel concession from his/her pension disbursing bank. (If no, a certificate in this regard from the pension disbursing bank of the spouse must be attached if the employee opts to claim LTC)

5. As my spouse is not claiming/availing any LTC/TC from his/her employer or from pension disbursing bank as stated above, I hereby opt to draw Leave Travel Concession.

OR

As my spouse is claiming/availing any LTC/TC from his/her employer or from pension disbursing bank as stated above, I hereby opt not to draw Leave Travel concession.

Signatures