



Central Office, Personnel Department, 'Yogakshema', Mumbai-400021

CO/PER/ER-A/228/2019

04.07.2019

TO ALL OFFICES OF THE CORPORATION

Re: Leave Travel Concession

As per the provisions of LIC of India (Leave Travel Concession) Instructions, 1994, as modified from time to time, the employees of the Corporation are allowed Leave Travel Concession in a block of 2 (two years) for a distance of 3000 kms each way in respect of travel to places other than Home-Town. Employees are also allowed to avail their last unavailed LTC within three months from the date of superannuation. It has now been decided to revise the above provisions as under-

1. The existing limit of 3000 kms is increased to 4500 kms each way.
2. The last unavailed LTC may be availed within one year from the date of superannuation.

Presently, for travel by air, the surface distance between two places by shortest route by rail is the basis of reckoning the distance travelled except for officers posted in the North-East regions in which case aerial distance is to be considered for arriving at the distance travelled by air if the officer is eligible to travel by air. This provision is now extended to all officers who are eligible to travel by air and undertake journey by air to the North-East regions.

All other terms and conditions issued in respect of Leave Travel Concession shall remain unaltered.

The revised limits shall be applicable for journeys commenced on or after 13.05.2019

Executive Director (Personnel)