

GOVERNMENT OF ANDHRA PRADESH  
FINANCE (TA) DEPARTMENT

**Circular Memo.9895/83/TA/05**

**Dated:02-01-06**

**Sub :** A.P.Civil Services Travelling Allowance – Leave Travel Concession to Tirumala – Certification of the Photostat copy of the original Rail-cum- Road Ticket by the APSRTC authorities at Ticket Issuing Counter, Tirupati Bus station – Instructions –Orders – Issued.

- Ref: 1.Circular MemoNo.11818/48/A2/TA/2001,Finance(TA) Department  
Dated 7-3-2001  
2. C.C.L.S's Lr.No.EE4/155/2004 dt.nil, from the Spl.C.S. and  
C.C.L.A Hyderabad  
3. This Dept's letter no.9895/83/TA/2005, dt.28-4-05,12-5-05,  
23-7-05 13-9-05 addressed to the M.D.APSRTC.,Hyderabad  
4. Letter No.M3/801(2)/2005-OPD(M) dt.1-12-05 received from the  
M.D.APSRTC.,Hyderabad

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In the reference 1<sup>st</sup> cited, instructions were issued to produce used Air/Railway/Bus tickets in original along with Leave Travel Concession claims by the claimants.

2. In the reference 2<sup>nd</sup>cited the Special Chief Secretary to Government and Chief Commissioner of Land Administration, A.P.Hyderabad has requested the Government for relaxation of the Government instructions issued vide reference 1<sup>st</sup> cited. Regarding production of original journey tickets for claiming leave travel concession because in specific cases like upward journey to Tirumala train-cum-bus tickets are purchased wherein train tickets have to be exchanged with APSRTC Corporation for obtaining bus tickets. Hence the employees are not able to produce original train ticket alongwith the LTC claim.
3. In the reference 3<sup>rd</sup> cited, M.D.APSRTC was requested to issue necessary instructions to RTC authorities at Tirupati not to collect the original train-cum-bus tickets for issue of bus tickets to Tirumala and instead to collect Photostat copies of the train tickets from the Government employees who perform journey on LTC.
4. The M.D.APSRTC. in his letter dated 14-6-2005 informed that they had requested the General Manager, South Central Railway to issue instructions to the Railway officials to accept xerox copies of rail-cum-road tickets collected from A.P.State Government employees submitted by APSRTC, Tirupati officials while claiming

- reimbursement of the bus journey portion from Tirupati to Tirumala.
5. The M.D.APSRTC., in his letter dt.24-10-2005 informed that the FA and C.A.O., South Central Railway in his letter dt.29-9-2005 informed that the original tickets are required by them to carry out their internal check.
  6. Based on this the M.D.APSRTC was again addressed on 17-11-2005 to inform whether APSRTC can certify on the Xerox copies of the original rail-cum-road tickets submitted to them at Ticket issuing counter, Tirupati bus station by the employees availing LTC.
  7. In the reference 4<sup>th</sup> cited, the M.D.APSRTC., agreed to issue instructions to certify a Photostat copy and informed that the State Government employee has to submit one clear Photostat copy along with original ticket at the Ticket issuing counter, Tirupati bus station for this purpose.
  8. Government after careful examination of the matter hereby instruct the A.P.State Road Transport Corporation to certify the Photostat copy of the Original Rail-cum-Road ticket at the Ticket issuing Counter. Tirupathi Rail Station, on surrender of the original ticket, for which the intending State Government employee has to produce one Clear Photostat copy of the Original Rail-cum-Road ticket, which would enable them to claim L.T.C. upto Tirumala.
  9. Therefore, the Pay and Accounts Officer, A.P.Hyderabad /District Treasury Officers/ Sub Treasury Officers are requested to follow the above instructions scrupulously while admitting the above claims under Leave Travel Concession.

RANJEEV R ACHARYA  
SECRETARY TO GOVERNMENT

Directorate Of State Audit  
A.P.Hyderabad

**Endt.No.32/Q/06 Dated 30-1-06**

“Copy communicated”

**Sd/- A.Kanakdurga Devi,**  
for Director

**To**

All the Regl.Deputy Directors of State Audit in the State  
All District Audit Officers,State Audit in the State  
All the Heads of Audit Parties/Universities  
All the Officers in the Directorate