

F. No.12(2)/2020-EII(A)  
Government of India  
Ministry of Finance  
Department of Expenditure  
E.II(A) Branch

North Block, New Delhi  
4<sup>th</sup> November, 2020

Office Memorandum

Sub: Special Cash Package equivalent in lieu of Leave Travel Concession Fare for Central Government Employees during the Block 2018-2021 -Clarification reg.

The undersigned is directed to refer to O.M. of even number dated 12<sup>th</sup> October 2020 and the Frequently Asked Question (FAQ) issued vide O.M. of even number dated 20<sup>th</sup> October, 2020 on the subject mentioned above.

2. Ministries/Departments have raised queries / clarifications with regard to (i) whether the advance taken as per the scheme shall be settled within 30 days of disbursal of advance and (ii) whether the invoice can be in the name of spouse and /or any family member who are eligible for LTC,

3. The Special Cash Package Scheme in lieu of one LTC is to compensate and incentivise consumption by Government Employees and the benefits can be availed up to 31.03.2021. Para 4 of O.M dated 12.10.2020 provides for advance to Government employees in lieu of LTC fare and Leave encashment. As this is a Special Cash Package, the rules relating to advance taken under LTC are not applicable in the present Scheme. Accordingly it is clarified that:

(i) the advance taken under the scheme shall be settled on or before 31<sup>st</sup> March, 2021, and

(i) the invoices of the goods and services purchased as per the scheme may be in the name of spouse or any family member who are eligible for LTC Fare.

4. This issues with the approval of Secretary (Expenditure).



(B. K. Manthan)

Deputy Secretary to the Govt of India

To

- All the Ministries/ Departments of the Government of India.