



संघ राज्य प्रशासन, लद्दाख  
पर्यटन एवं संस्कृति विभाग  
संघ राज्य सचिवालय, लेह, लद्दाख  
टेलीफोन/Telephone: 01982- 255786

THE ADMINISTRATION OF UNION TERRITORY OF LADAKH  
TOURISM & CULTURE DEPARTMENT  
UT SECRETARIAT, LEH, LADAKH  
ईमेल/Email: secytour-cul@ladakh.gov.in

**Subject: Sanction of Leave Travel Concession (LTC) in favour of Sh. Imran Khan, Executive Engineer, Tourism Development Authority, Leh along with Station Leave Permission.**

**Ref: E-file No. 16870.**

**Order No: 104 Secy (T&C) of 2026  
Dated: 07-01-2026**

Sanction is hereby accorded to avail Leave Travel Concession (LTC) in favour of **Sh. Imran Khan, Executive Engineer, Tourism Development Authority, Leh** during the block year, 2026-29. The details are as under:

Declared place to Visit:	<b>Kerala</b>
Date of Commencement of Journey:	<b>11.01.2026</b>
Date of Return to HQ:	<b>05.02.2026</b>
Family Members:	<b>03</b>

**Sanction is also accorded to the following:**

1. Grant of 26 days Earned leave (11.01.2026 to 05.02.2026).
2. Encashment of earned leave up to a maximum of **10 days**.

**The LTC is sanctioned subject to the following conditions:**

1. The family member(s) except the spouse must be dependent on the Government servant.
2. The declared place must be visited.
3. The air ticket (if entitled) must be purchased from the following travel agencies only:  
**(I). M/s Balmer Lawrie & Company Limited (BLCL)**  
**(II). M/s Ashok Travels & Tours (ATT)**  
**(III). Indian Railways Catering and Tourism Corporation Limited (IRCTC)**
4. The claim shall be limited for the fare by the shortest route calculated through ticket basis.
5. The claim shall be made only for the entitled route. No re-imbursement shall be made for the journey performed by the route for which the Government servant is not entitled.
6. Any incidental expenses and the expenditure incurred on local journey shall not be admissible.

7. Reimbursement for LTC shall be admissible in respect of journeys performed in vehicles operated by the Government or any Corporation in Public sector run by the Central or State Government or Local body.
8. In case of Journey between two places not connected by Public or Government means of transport, reimbursement shall be allowed as per his entitlement for journey on transfer for maximum of 100 Kms covered by private/personal transport based on self-certification from Government servant.
9. The advance (if sanctioned) shall be adjusted as per rule and the advance should be refunded in full, if the outward journey is not commenced within 30 days of the grant of advance.
- 10. All other relevant rules of LTC must be adhered before commencement and after completion of the journey.**

**Sd/-**

**Sanjit Rodrigues (IAS) / संजीत रोड्रिग्स (आईएएस)**

**Secretary / सचिव**

**Tourism & Culture Department / संस्कृति विभाग**

**UT of Ladakh / संघ राज्य लद्दाख**

No: Secy/(Trm)/Official/83/UTL/2025/ ३५२२ -२८

Dated: ०७-०१-२०२६

Copy to:

1. Director Tourism, UT of Ladakh for information.
2. Chief Engineer, UT of Ladakh for information.
3. Technical Director, NIC Leh.
4. Chief Executive Officer, Tourism Development Authority, Leh for information and necessary action.
5. Pay and Account Officer, Leh for information.
6. Office Record.

*Atul Singh  
07-01-26*

**अतुल सिंह मनकोटिया / Atul Singh Mankotia (JKAS)**

**अवर सचिव / Under Secretary**

**पर्यटन एवं संस्कृति विभाग / Tourism & Culture Department**

**संघ राज्य लद्दाख / UT Ladakh**