

Frequently Asked Questions (FAQ) on LTC

1. Whether the Government employees whose Headquarters/ Place of posting and Home Town are same, are eligible for Home Town LTC?

Ans.: No. Government employees whose headquarters/place of posting and Home Town are one and the same are not eligible for Home Town LTC.

2. Whether the Government employees who are not eligible for Home Town LTC may avail the Special Concession scheme of conversion of Home Town LTC to travel to North East Region, Jammu & Kashmir & Andaman & Nicobar Islands.

Ans.: No. Employees whose Home Town & Headquarters are same are not eligible for Home town LTC and hence, the question of conversion of Home Town LTC to travel to these places under special concession scheme does not arise.

3. Whether the Government employees residing in cities/ towns outside Delhi which fall under other states of National Capital Region (NCR) are eligible for Home Town Concession?

Ans.: Yes. Cities/ towns which are outside Delhi and fall in other states of NCR are not to be treated as Delhi Headquarters. Hence, the Government employees whose headquarters are Delhi and reside in cities/towns outside Delhi falling in other states of NCR, are eligible for Home Town Concession.

[DOPT OM No. 31011 /4/2007-Estt.(A-IV), dated 18 May 2015]

4. Whether Conversion of Hometown LTC is applicable for unmarried employee?

Ans.: The facility of conversion of Home Town LTC to allow travel to different parts of the country, under the special dispensation scheme, will also apply to an unmarried Central Government servant, who is eligible to avail the benefit of LTC to visit Home Town every year. This facility may be availed by converting one occasion of Home Town LTC out of the four Home Town LTC occasions available in a block of four years.

[DOPT OM F. No. 31011/1/2013-Estt (A.IV), dated 21 April 2015]

5. What are the LTC entitlements of a Fresh Recruit?

Ans.: Fresh recruits to the Central Government are allowed to travel to their home town along with their families on three occasions in a block of four years and to any place in India on the fourth occasion. This facility shall be available to the fresh recruits only for the first two blocks of four years applicable after joining the Government for the first time.

6. How are the two blocks of four years applied to the Fresh Recruit?
Ans.: The first two blocks of four years shall apply with reference to the initial date of joining the Government service even though the Govt. servant may change the job within the Government subsequently. However, as per Rule 7 of CCS (LTC) Rules, 1988, the LTC entitlement of a fresh recruit will be calculated calendar year wise with effect from the date of completion of one year of regular service.
7. Are the LTC blocks of four years in respect of Fresh Recruits same as the regular blocks like 2010-13, 2014-17?
Ans.: No. The first two blocks of four years of fresh recruits will be personal to them. On completion of eight years of LTC, they will be treated at par with other regular LTC beneficiaries as per the prescribed blocks like 2014-17, 2018-21 etc.
8. If a fresh recruit does not avail LTC facility in a particular year, can he/she avail it in the next year?
Ans.: No. Carryover of LTC to the next year is not allowed in case of a fresh recruit as he is already entitled to every year LTC. Hence, if a fresh recruit does not avail of the LTC facility in any year, his LTC will deem to have lapsed with the end of that year.
9. How will the LTC entitlements of a Fresh Recruit be exercised after the completion of eight years of service?
Ans.: (a) After the completion of eight years of service, when the next LTC cycle of fresh recruit coincides with the beginning of the second two year block (eg. 2016-17) of the running four year block (2014-17), he will be eligible only for 'Home Town' LTC if he/she has availed 'Any Place in India' LTC in the eighth year. Cases, where the new LTC cycle of fresh recruit coincides with the second year of the running two year block (ex. 2017 of 2016-2017), he will not be eligible for LTC in that year.
(b) At the end of the eighth year of LTC, when the new LTC cycle of a fresh recruit coincides with the beginning of a regular four year block, his entitlement in the regular block will be exercised as per the usual LTC Rules.
10. How will the entitlements of a fresh recruit be computed who has joined the Govt. service before 01.09.2008?
Ans.: A fresh recruit who has joined Government service before 01.09.2008 (i.e before the introduction of this scheme) and has not completed his first eight years of service as on 01.09.2008 will be eligible for this concession for the remaining time-period till the completion of first eight years of his/ her service.

11. Can a fresh recruit whose Home Town and Headquarters are same, avail LTC to Home Town?

Ans.: No. A fresh recruit whose Home Town and Headquarters are same, cannot avail LTC to Home Town. He may avail LTC to any place in India on the fourth and eighth occasion only. As per Rule 8 of CCS (LTC) Rules, 1988, LTC to Home Town shall be admissible irrespective of the distance between the Headquarters of the Govt. servant and his Home Town which implies that Headquarters and Home Town should be at different places.

12. How will the LTC entitlement computed in case of a fresh recruit joining the service on 30 December of any year?

Ans.: A fresh recruit who joins the Government service on 31 December of any year, will be eligible for LTC w.e.f. 31 December of next year. Since, 31 December is the last date of a calendar year, his first occasion of LTC ends with that year. Hence, he may avail his first Home Town LTC on the last day of that year. From next year onwards he would be eligible for the remaining seven LTCs.

[DOPT OM No. 31011/7/2013-Estt.(A-IV), dated 26 September 2014]

13. Whether Sikkim is included in NER?

Ans.: Yes. NER includes Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim & Tripura.

14. Whether Government employees can travel by Helicopter?

Ans.: No. On LTC Government employees can travel only in economy (Y) class in a passenger plane of Airlines.

15. Indian Airlines etc. are offering Package Tours. Whether total package is reimbursable?

Ans.: In LTC, fare at the normal rate for the entitled class between headquarters and place of visit by shortest route or cost actually paid whichever is less is reimbursable

[DOPT OM No.31011/4/2007-Estt.(A), dated 14 May 2008]