

Govt. of India  
Ministry of Home Affairs  
Directorate General Border Security Force  
(Administration- III Section)

Block No. 10, CGO Complex  
Lodhi Road, New Delhi- 03

No. 25012/Air-V/2010-11/Adm-III/2011/

Dated, the 08 Oct' 2011

To,

*25408-88*  
HQ SpL DsG ( East & West)  
All Ftr HQrs BSF. All Trg Insts,  
Arty HQ,TSU & All SHQ BSF

Sub :: **PURCHASE OF AIR TICKET ON TOUR**

Ref finance wing, FHQ BSF letter No. 4814-5164 dated 01 Oct' 2010, Adm Dte, FHQ BSF Signal No. A-1805 dated 22 July' 2010 and signal No. A-1818 dated 14 June' 2011.


2. On the subject matter AS & FA BSF has categorically made observation that field formations are purchasing open air tickets against Air Vouchers on tour at full fare rates, which is exorbitantly high and may cause audit objection at later stage (copy of UO note in this regard, address to IG (Adm) is enclosed for ready reference).

3. In this regard it is re-iterated that air tickets on tour against air voucher are to be purchased at **lowest fare and on refundable basis only**. In exceptional cases of emergency/ unavoidable circumstances only open Air Ticket to be purchased. It is to mention here that open Air Tickets are almost three times costlier than lowest fare refundable tickets.

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4. In view of above, it is clarified that purchasing air ticket other than **lowest fare refundable** is a financial irregularity. Any official erring in this regard will be liable for punishment and recovery of the amount from him. Hence necessary instruction may please be passed to all officials who are dealing with the subject matter.

Enclosure : As above.

  
ASHOK KUMAR, IPS  
IG Adm, HQ DG BSF  
New Delhi

**Distribution:-**

1. PSO TO DG BSF : for info to DG BSF
2. PA to SpL DG (Ops) : For info to SpL DG (Ops)
3. PA to SpL DG (HR) : For info to SpL DG (HR)
4. PA to Addl DG (Log) : For info to Addl DG (Log)
5. All IsG : For info please.
6. All Dtes : For info to all officers  
(Including Med Dte/Air Wing  
/IG (HQ), FHQ, STS, SRO,  
SIW and 25 Bn BSF)
7. File.

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DIRECTORATE GENERAL BORDER SECURITY FORCE of Comdt (Coord)

(FINANCE WING)

Diary No. 232

Dated 08/11

Subject :- PURCHASE OF AIR TICKETS ON TOUR

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OP 84

It has been observed that field formations are purchasing open Air tickets against Air vouchers on tour at full rates which is exorbitantly high and may cause audit objection at a later stage. In this regard, latest guidelines on Air Travel on Tours/TC issued by Ministry of Finance (Department of Expenditure) vide their Office Memorandum No. 19024/1/2009-11.IV dated 16.09.2010 along with copy of instructions regarding free companion Ticket and mileage points on purchase of air tickets for official travel has also been circulated to field formation vide our letter No 11/11/Fin/BSF/2010/4814-51264 dated 01 October 2010 (Copy attached)

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2. In view of above, you are requested to kindly instruct field formations to purchase lowest fare refundable Air Tickets for specific dates, instead of purchasing open Air Tickets at full rates by timely planning of tours except on emergency/unavoidable circumstances to avoid audit objections at a later stage.

Encl : As above.

Arumavadnit  
01 Nov '10

(ARUNAVADNIT)  
FA B/E

IG(ADM)

UO No. 11/11/Fin/BSF/2010/

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Dated the

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November 2010

On file  
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DIG/ADM

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