



बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

विद्या बिहार, रायबरेली रोड, लखनऊ 226025

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

Vidya Vihar, Raebareli Road, Lucknow—226025

Letter No: Fo/BBAU/2019/323

Date: 05/11/2019

CIRCULAR

Due to paucity of fund under recurring heads and propriety in claims all concerned are requested to kindly ensure the following austerity measures with immediate effect: -

1. All Concerned are hereby requested to perform air journey only by Air India and purchase air tickets directly from the office of Air lines/IRCTC/Balmer Lawri and Company Limited and M/s Ashoka Travels. Invitees must be informed accordingly. In case of travel by hired Taxi or Own vehicle, road mileage claim will be considered from the shortest rout only on production of hired Taxi receipt, toll plaza receipt or inter- State entry tax receipt.
2. In extremely exceptional cases cognizance of notification No.2442/Estt./BBAU/2019 dated 18.02.2019 may be taken, wherein it recorded that **visit of External/BOM members in various committees of the University, sometimes due to paucity of time to reach University on a very short notice**, it has been resolved by the Board of Management (BOM) of University in its 66th Adjourned meeting held on 13.01.2019, vide agenda item no.66.19 **to allow travel by any cheaper airlines other than Air India in the cases where Air India flight are not available on scheduled date, time, sectors and directly. Document as evidence shall be produced by the concern in this regard.**
3. The outstation members/experts for intercity travel from the place of residence/Office to the place of meeting and back or in between the places of residence and meeting place & back (located not more than 350 Kms. each side) may travel either by their own vehicle or by taxi. Documentary evidence of journey performed by Own vehicle will have to be submitted. In case of hired taxi receipt is to be produced, road mileage @20/- per K.M. or amount actually paid whichever is less will be allowed for such journeys on point to point basis. In case of journey undertaken in NER, road mileage would be enhanced by 20% subject to actual expenditure. No night halting or driver allowance will be allowed. If the particular route have toll plazas, the taxi/car claim will be admitted only if it is supported with the receipts of toll taxes or inter-state entry tax. The toll taxes/entry tax etc., will additionally be reimbursed in such cases. If the distance is more than 350 Kms (each side), either the road mileage will be restricted to 350 Kms or to the fare of train as per entitlement or AC bus as available on that particular route (as per the option of expert).

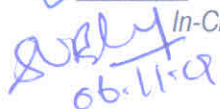
It is requested that above be scrupulously observed
This is issued with the approval of the Competent Authority.


Finance Officer (I/c)

1. All Deans/ Heads/Coordinators/Unit Incharges of BBAU
2. Dy. Registrar (Store & Purchase)
3. Executive Engineer, BBAU
4. Director, Computer Center
5. Section Officer, Vice Chancellor Office for kind information

Copy to :-

In-Charge, University website for uploading it on the website.


06.11.19


Finance Officer (I/c)