

XV. CERTIFICATES TO BE GIVEN BY THE CONTROLLING OFFICER

CERTIFIED --

(i) That Shri/Shrimathi/Kumarihas rendered continuous service for one year or more on the date of commencing the outward journey.

(ii) That necessary entries as required under Para. 3 of the Ministry of Home Affairs, O.M. No. 43/1/55-Ests. (A), Part-II, dated the 11th October, 1956, have been made in the Service Book of Shri/Shrimathi/Kumari.....-Rule 16 GID (3)

V.C. /Registrar

Signature of the Controlling officer

For L.T.C. *

XVI. CERTIFICATES TO BE GIVEN BY THE GOVERNMENT SERVANT

1. I have not submitted any order claim so far for Leave Travel Concession in respect of myself or my family members in respect of the block of the years 20.....and 20.....
2. I have already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me/my wife withchildren. This claim is in respect of the journey performed by my wife/myself withchildren none of whom travelled with the party on the earlier occasion.
3. I have not already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me/my wife with.....children/children in respect of the block of two years 20..... and 20..... This claim is in respect of the journey performed by my wife/myself with.....children/children.....none of whom availed of the concession relating to that block.
4. I have already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me in the year, 20.....in respect of block of two years 20..... and 20..... This claim is in respect of the journey performed by me in the year 20..... This is against the concession admissible once every year in a prescribed block for visiting home town as all the members of my family are living away from my place of work.
5. The journey has been performed by me/my wife with.....children to the declared home town, viz.
6. That my husband/wife is not employed in Government service.
That my husband/wife is employed in Government service and the concession has not been availed of by him/her separately for himself/hereself or for any of the family members for the concerned block of two years.
7. Certified that my wife/husband for whom LTC is claimed by me is employed in (name of the Public Sector Undertaking/Corporation/Autonomous Bodies, etc.), which provides Leave Travel Concession facilities but he/she has not preferred and will not prefer, any claim in this behalf to his/her employer.
8. Certified that my wife/husband for whom LTC is claimed by me is not employed in any Public Sector Undertaking/Corporation/Autonomous Body financed wholly or partly by the Central Government or a Local Body, which provides LTC facilities to its employees and their families. -- Rule 16 GID (3).

Signature of the Government servant