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**Government of Jammu & Kashmir**  
**Civil Secretariat: Tourism Department**  
Srinagar/Jammu

**Subject:** Permission to avail Earned Leave (under LTC) in favour of Mr. Fayaz Ahmad Shaan, Assistant Accounts officer.

**Govt. Order No : - 13 -JK(Tsm) of 2024**  
**D a t e d : - 13 - 02 - 2024**

Sanction is hereby accorded to the grant of 15 days earned leave with permission to leave the station and availing of LTC in favour of Mr. Fayaz Ahmad Shaan, Assistant Accounts officer, Tourism Department, who shall avail it from 05/02/2024 to 19-02-2024 to visit Rajasthan & Agra.

The sanction shall be subject to the following terms and conditions:-

- a. An entry shall be made in the service book of the official as prescribed under rule 16(1) and 16(2) of the Jammu and Kashmir Civil Service (LTC) rules 2019.
- b. The official or his dependent has not availed such concession earlier.
- c. The official shall submit the final LTC claim in form 3 within one month from the date of return journey after availing the LTC.
- d. The other conditions for grant of this concession shall be same as laid down in Jammu and Kashmir Civil Service (LTC) rules 2019.
- e. The entitlement is regulated by the concerned Drawing and Disbursing Officer under Rule.

**By Order of the Government of Jammu & Kashmir**

Sd/-  
( Yasha Mudgal) IAS  
Comm. Secretary to Government

NO: Tsm-Acct/5/2023

Dated: 13 -02-2024

**Copy to the:-**

1. Accountant General J& K Srinaga: .
2. Comm. Secretary to Govt., General Administrative Department.
3. Pvt. Secretary to Comm. Secretary to Government, Tourism Department for information of Secretary.
4. Director Archives, Archaeology & Museums, J & K.
5. Concerned Official.
6. Government order file.
7. Monday return (W.2.S.C)

  
(Saurabh Singh)  
Director Finance  
Tourism Department