



CENTRAL SILK BOARD

(Ministry of Textiles- Govt. of India)

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No.CSB-31/2/Tour Approval-Circular/2015 -16-TS-1

Date: 24 April,2015

CIRCULAR

Sub: Curtailment of Air Journey expenditure – reg.



It has been observed that the Directors of the main institutes are recommending and forwarding the air journey proposals of the officers/officials to Central Office, Bangalore seeking approval for attending field days, enlightenment programmes, EDP programmes, stock verification duty, etc. Since the dates/venue of the above programmes are chalked out well in advance, the officers/officials may be advised to undertake journey by train.

- 1) It is suggested that the Local Unit In-charge / Near by Unit in-charge may be advised to attend the field days, enlightenment programmes, EDP, etc. instead of deputing the Scientists from the Main Institutes, as far as possible.
- 2) The Officers nominated for Stock verification of the Units may also be advised to plan their visits well in advance and undertake journey by Train.
- 3) It may please be noted that the Journey undertaken by air with out Prior approval/concurrence will not be entertained for ex-post facto approval.

The above guidelines may please be noted for strict compliance in view of the Austerity measures as enforced by the Ministry of Finance, Govt. of India, New Delhi.


(Dr. B. S. Angadi)
DIRECTOR (TECH)

To

All Directors / In-charge Officers of
Main Institutes / Independent Units.