



# CENTRAL SILK BOARD

Ministry of Textiles [Govt. of India]

No.CSB-4[830]/2008-BS

Date: 31<sup>st</sup> January 2017

## CIRCULAR

Sub: Unutilized portion of LTC Advance should be refunded immediately on return journey to Headquarters - reg.

With reference to the subject cited above, it is to inform that even LTC claim submitted within the stipulated period of one month after completion of LTC journey, the unutilized portion of LTC advance should be refunded on the date of return journey itself. Though the LTC claim has been submitted within one month, the unutilized advance if not been refunded immediately on completion of return journey, interest will be charged on the unutilized portion of LTC Advance from the date of drawal of advance to the date of refund @ 2% over the interest rate of GPF as per GID (2)(i) below Rule 2 of Compendium of Rules on Advances duly incorporated in Swamy's Compilation of General Financial Rules [GFR] [Cat.No.C-13, 2016 Edition].

The above contents may be circulated to the concerned their controlled units and take compliance strictly.

[CA. MANOHARAN A]  
JOINT DIRECTOR [FINANCE]

To  
All the Main Insitutes/Offices of CSB