



Through e.mail

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)
'A' Grade University Accredited by NAAC

No.FO/LTC/21/ 2780-2980

Dated: 31/12/2021

1. All the Head of the University
Teaching Departments/ Branch Officers,
M.D.University, Rohtak.
2. The Director,
Centre for Professional & Allied studies, Gurugram
3. The Director,
University Campus School, Rohtak

Sub: Availing of LTC for the period 01.01.2022 to 31.03.21 (4th Block year)

Sir/ Madam,

While implementation of letter No. 4/12/2020-2FR/8664 dated 4th June, 2020 of Finance Department, the LTC was stopped till Dec 2021. Now after the expiry of this period i.e. Dec 2021, applications from the interested Teaching and Non-Teaching are invited on the enclosed prescribed format to the Registrar, M.D.University, Rohtak upto 15.01.2022, so that the Estt. Branch may take further action accordingly.

However, those who have applied earlier for availing LTC in the year 2021, need not to apply afresh and they are required to intimate the month of releasing LTC to the Finance Officer directly. The LTC shall be disbursed as per availability of Budget 2021-22.

Encl: As above

Assistant Registrar (Accounts)
For Finance Officer



MAHARSHI DAYANAND UNIVERSITY, ROHTAK
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No: _____

Dated: _____

To

The Registrar,
M.D.University,
Rohtak

Sub:

Sir,

This is with reference to Letter No. FO/LTC/21/ 2880-2980 dated 31.12.2021, I request you to allow the payment of one month's salary in lieu of Leave Travel Concession facility of the 4th Block Year 2020-23. I may be allowed this facility in the month _____ 2022.

I further submit that:

1. My wife/ husband is not working in M.D.University on any other Government/ Semi Government Department.
2. My wife/ husband is also working in _____ (name of Government/ Semi Government Department).

Yours Faithfully,

Signature of the employees

Name _____

Designation: _____

Department/ Branch _____

Employee No: _____

Mobile No: _____

UNDERTAKING

It is hereby undertaken that:

- (a) I am eligible to draw the benefit promised by the scheme put in place vide State Government Memo: 13/19/2008-2SII dated 18.5.2009
- (b) None amongst my entitled family members, including the spouse, is either a pensioner or in service under the University or Haryana Government or Central Government or any other State Government or any other organization/ institution/body, etc, wholly or substantially owned or controlled by the Central Government or any State Government.

OR

My entitled family members including the spouse who is a pensioner or in the employment of the University or Haryana Government or Central Government or any other State Government or any other organization/institution/body, etc. wholly or substantially owned or controlled by the Central Government or any State Government and who is also eligible to draw the benefit promised by the scheme put in place vide Memo No. 13/19/2008-2\$ II dated 18.5.2009 shall not avail the benefit separately promised by the scheme for the current block of four years from their employer in whatever form it is extended to him/her by their such respective employer.

OR

None amongst my entitled family members, including the spouse is either in service of Government of Haryana or in service under the Central Government or any other State Government or under any other organization/ Institutional/ body etc, wholly or substantially owned or controlled by the Central Government or any State Government.

OR

- (c) I/ We undertake/ declare that the facts stated in the application are correct to the best of our knowledge/belief and that nothing has been concealed therein. In case of any concealment or misrepresentation, legal action may be taken against us under Section 182 Section 415 read with Sec.417 and Section 420 of Indian penal Code as the case may be.

Signature of the concerned employee

Name _____

Designation _____

Countersigned

Signature of the spouse of the concerned employee

Name _____

Designation _____

(Strike off whatever portion is not applicable)