



# राष्ट्रीय प्रौद्योगिकी संस्थान रायपुर

## NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR

(An Institute of National Importance)

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No./NITRR/Estt./2020/ 861

Raipur, Dated 05/11/2020

### // CIRCULAR //

As notified by Ministry of Education (Shiksha Mantralaya); Department of Higher Education, Government of India vide letter no. F.No. 33-3/2020-TS-III dated 28.10.2020, the 'Special Cash Package' equivalent in lieu of Leave Travel Concession Fare for Central Government Employees during the block 2018-2021 has been implemented for Faculty and Staff of the Institute.

Forms have been prepared for applying under the scheme, for EL encashment as well as for submission of bills for reimbursement. The same has been uploaded in the website of the Institute.

#### Enclosures:-

1. Application for 'Special Cash Package Scheme' in lieu of LTC.
2. Application for Encashment of EL under 'Special Cash Package' in lieu of LTC.
3. Reimbursement form for 'Special Cash Package Scheme' in lieu of LTC.

  
Registrar (I/c)  
NIT Raipur

#### Copy to:

1. The Director, NIT Raipur
2. Dean Faculty Welfare
3. All HoD's/Centre Incharge/Section Incharge for information and circulation among the faculty and staff.
4. Joint Registrar
5. Dy. Registrar (F&A)
6. Webmaster- to upload it on website along with the relevant GoI OMs.