



राष्ट्रीय प्रौद्योगिकी संस्थान मणिपुर
NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

Imphal, Manipur, Ph. (0385) 2058566 / 2445812

E-mail:- director@nitmanipur.ac.in , Website : www.nitmanipur.ac.in

An Autonomous Institute under MHRD, Govt. of India.

OFFICE MEMORANDUM
Imphal, the 14th September, 2016


Subject: Compulsory travel by Air India & exemption procedure.

No. NITM/1/(7-Estt)/Order/2016/ 662 The Ministry of Finance has directed all officials travelling by air, both domestic and international to travel by Air India only. Individual cases for seeking relaxation/exemptions to travel by an airline other than Air India should be forwarded by the Registrar/Director to the concerned Bureau head in MHRD.

Request for exemption should be made at least one week in advance from date of travel to allow the concerned Cell sufficient time to take action for convenience of the officers. Request for seeking relaxation is required to be submitted in the Proforma (**Annexure-I**) or can be downloaded from the Institute website at www.nitmanipur.ac.in.

Sectors on which General/blanket relaxation has been accorded are available at **Annexure II, III & IV**.

The above directions shall come into force with immediate effect till further order.


14/09/16
(R.K. Lalit Singh)
Registrar, NIT Manipur

Copy for kind info. to:

1. P.S. to the Director, for kind info. of Director, NIT Manipur
2. Dean (Acad), NIT Manipur.
3. Executive Engineer, NIT Manipur.
4. Asst. Registrar (Admn) & (Acad), NIT Manipur
5. All HODs, Deans/Asso. Deans NIT Manipur
6. All faculty member & staff, NIT Manipur
7. Technical Officer: for uploading in the institute's website.
8. Notice Boards, NIT Manipur.
9. CF/GF