

CSIR-INDIAN INSTITUTE OF INTEGRATIVE MEDICINE, JAMMU

No:IIIM/TA/Gen.-2023

Dated:10.02.2023

OFFICE MEMORANDUM

Ref.: CSIR Circular No.30-1(36)/2017-IFD dated 12.05.2022

Subject: Relaxation on booking of Air tickets through unauthorised travel agent-reg

It has been observed that certain employees/non-official members have been booking their air tickets through unauthorised travel agents. As per GoI instructions duly endorsed by CSIR vide its circular dated 12.05.2022(copy attached), air tickets are required to be purchased from three authorised/recognised travel agents only viz:

1. M/s Balmer Lawrie & Company Ltd.
2. M/s Ashok Travels & Tours and
3. Indian Railway Catering and Tourism Corporation.

As per instructions as stated in the aforementioned circular, the relaxation on booking of air tickets through unauthorised travel agents has to be obtained from the JS&FA CSIR after seeking approval of the Director IIIM, Jammu.

In view of the above, one time relaxation has been given to all such employees/non-official members to submit their cases, with proper justification to this office by 15.02.2023 so that relaxation can be sought from the JS & FA CSIR, after seeking approval from Director, IIIM, Jammu, otherwise the claim will not be settled by this office.

Further, It is requested to adhere and comply the above instructions scrupulously. In respect of Non-officials of Committees/Boards/Panels etc, the concerned Nodal officials may intimate them in advance that the Non -official Members have to purchase their tickets from authorized agents only. Henceforth relaxation on account of ignorance/unawareness of these guidelines will not be considered.

**This issues with the approval of the COA, CSIR-IIIM, Jammu.**

  
SECTION OFFICER  
(ASHOK KUMAR)

अशोक कुमार/Ashok Kumar

अनुभाग अधिकारी/Section Officer

सीएसआईआर-भारतीय समवेत औषध संस्थान

CSIR-Indian Institute of Integrative Medicine

कनल मार्ग, जम्मू तवी-180016

Canal Road, Jammu Tawi-180016

Copy to:-

1. All Heads/Chairmen of Sections/Divisions of CSIR-IIIM
2. Head-CSIR-IIIM (Br.) Srinagar.
3. PA to Director
4. PA to COA
5. Incharge, IIIM Websites- for uploading on CSIR-IIIM Website.
6. Notice Board