

**Government of West Bengal  
Finance Department**

No. 1301(75)-F.B.

Date: 13.10.2006

**From:** Dipankar Mukhopadhyay  
Principal Secretary  
Finance Department  
Govt. of West Bengal

**To:** The Principal Secretary  
Excise Department  
Govt. of West Bengal

***Sub: Enquiry regarding availability of discounted Air-fare tickets while undertaking official tours.***

Sir,

This refers to the Memo No. 454-FB dated 11th June, 2008 of the Chief Secretary regarding observance of certain economy measures for reducing avoidable Government expenditure.

It is requested that the touring officials are advised that they may please check with the Travelling Agents concerned availability of discounted air-tickets, while booking their air tickets for official Journeys or check the same from the internet directly for the Airlines concerned in case of direct booking. This is required as per para 1(F) of the Circular issued by the Chief Secretary.

It is suggested that a mention may please be made in the proposal for obtaining prior approval for official tour as to whether journey is being taken on discounted air-fare or on full economic fare.

Yours faithfully,

*Sd/-Dipankar Mukhopadhyay*

Principal Secretary  
Govt. of West Bengal