GOVERNMENT OF MEGHALAYA
PERSONNEL & ADMV. REFORMS (B) DEPARTMENT
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NO: PER(AR).59/2010/3, Dated Shillong, the 24th November 2010.

OFFICE MEMORANDUM

Subject : Instructions regarding Tours of Officers outside the State.

Para 4.2 of the instructions regarding Tours of Officers communicated under O.M. NO: PER(AR).234/83/10, dated 12.2.86, are modified as follows.

"4.2. An Officer going on tour outside the State should get prior approval of the Chief Secretary. A copy of the tour programme approved by the Chief Secretary should be attached to the tour diary for preparing T.A. Bill."

For tours of senior Officers to Guwahati, these would not require the Chief Secretary's approval. However, tours of junior Officers, etc., would require the approval of the concerned 'Controlling Officers'.

This partially modifies Para 4.2 of the O.M. NO: PER(AR). 234/83/10, dated 12.2.86 and also O.M. NO: PER(ARC). 19/97/12, dated 21.10.97.

Sd/-
(L. Diengdoh, IAS),
Secretary to the Govt. of Meghalaya,
Personnel & Admv. Reforms (B) Department.

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M. NO: PER(AR).59/2010/3, Dated Shillong, the 24th November 2010.

Copy forwarded for information and necessary action to -

1. All Additional Chief Secretary/Principal Secretary/Commissioner & Secretary/ Secretary to the Govt. of Meghalaya.
2. All Joint Secretary/Deputy Secretary and Under Secretary to the Govt. of Meghalaya.
3. All Administrative Departments/Heads of Departments.
4. Commissioners of Division.
5. All Deputy Commissioners/Sub-Divisional Officers (Civil).
6. The Chief Minister's Secretariat.
7. The Secretary to the Chief Minister, Meghalaya, Shillong.
8. P.S. to Chief Minister, Meghalaya, Shillong.
9. P.S. to all Ministers.
10. P.S. to the Chief Secretary, Govt. of Meghalaya.
11. Sectt. Admn. (Accts) Department.

By Order etc.,

Deputy Secretary to the Govt. of Meghalaya,
Personnel & Admv. Reforms (B) Department.

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