

The Treasury pledges:-

- to issue letter of confirmation to Travel Agent within **2 working days**

provided that

all relevant documents (**Annex V.1**) are received **3 weeks** before the date of departure.

- to pay accumulated passage benefits to officers who have resigned/passed away within **5 working days**

provided that

all relevant documents (**Annex V.2**) are received from Ministries/ Departments.

- to credit the allowance (pocket money) to the bank account of an applicant not later than **3 working days** before the date of travel.

provided that

photocopy *of air/sea ticket* is submitted **10 days before date of travel**.

- to refund expenses for travel already effected within **10 working days** after receipt of **ALL** relevant documents (**Annex V.3**)

provided that

the application is made within **3 months** from the date of arrival.

- to refund expenses incurred at local hotels/recreational resorts within **10 working days** from the date of receipt of **ALL** documents (**Annex V.4**).
- to refund examination fees within **8 working days** from the date of receipt of all relevant documents (**Annex V.5**).
- to pay Passage Benefits at a discounted rate of 90% to eligible officers* within **10 working days** from the date of receipt of all relevant documents (**Annex V.6**).

provided that

- the balance standing to the credit of the applicant is not less than **Rs. 10,000**.