

F. No. RGNAU/5203/3/Admin

राजीव गांधी राष्ट्रीय विमानन विश्वविद्यालय  
RAJIV GANDHI NATIONAL AVIATION UNIVERSITY

**Administrative Notification No. RGNAU/032/2026 Dated 22<sup>nd</sup> May 2026**

**Sub: Austerity measures and optimisation of official expenditure in the University –reg.**

Attention of all is invited towards letter No. AV-31020/23/2026-CNW-MOCA dated 20.05.2026 of Ministry of Civil Aviation, Govt. of India regarding austerity measures and optimisation of official expenditure in MoCA and organisation under its administrative control.

The emphasis has been given to ensure reduction in avoidable consumption of petrol and diesel, encouragement of carpooling and use of public transport, minimisation of unnecessary travel and conduct of meetings/workshops/conferences through virtual or hybrid mode.

In view of the above and considering the need for economy in public expenditure, all Deans/Heads/Coordinators of the Schools/Departments/Sections/Units are requested to ensure strict compliance of these instructions of Ministry of Civil Aviation, Govt. of India in letter and spirit.

This issues with the approval of the Competent Authority.

Encl: As stated.

  
कुलसचिव/Registrar

To,

All Deans/Heads/Coordinators of the Departments/Schools/Sections/Units

Copy to:

1. Deputy Secretary, Ministry of Civil Aviation, Govt. of India – for kind information please.
2. Finance Officer
3. Controller of Examinations
4. Librarian (Officiating)
5. All Deputy Registrars
6. Officer on Special Duty (AAE & HR)
7. Warden, RGNAU Hostel
8. Medical Officer
9. Hindi Officer
10. System Analyst – for uploading on University website.
11. Security Officer
12. PS to the Vice Chancellor
13. PS to the Registrar
14. Office Order/Guard File

AV-31020/23/2026-CNW-MOCA  
Government of India  
Ministry of Civil Aviation  
Coordination & Welfare Section

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R.G. Bhawan  
Jor Bagh, New Delhi-110003  
Dated: 20.05.2026

**CIRCULAR**

**Subject Austerity measures and optimisation of official expenditure in MoCA and organisations under its administrative control – reg.**

In view of the need for economy in public expenditure, reduction in avoidable consumption of petrol and diesel, and minimisation of unnecessary travel, the following measures shall be implemented with immediate effect in the Ministry of Civil Aviation and all organisations under its administrative control, including DGCA, BCAS, AAI, AERA, Pawan Hans, and their regional/field offices.

**A. Fuel Conservation and Local Transport**

- All organisations under MoCA shall take measures to minimise fuel consumption and optimise official transport usage.
- Carpooling and use of public transport may be encouraged, wherever practicable.
- AAI, DGCA, BCAS and other organisations under MoCA shall endeavour to progressively replace hired petrol/diesel vehicles with Electric Vehicles (EVs), subject to operational feasibility.
- Use of official vehicles shall be carefully regulated to avoid unnecessary movement.

**B. Domestic Tours and Meetings**

- Domestic tours shall be undertaken only where absolutely necessary, particularly for operational safety, security, technical inspections and regulatory oversight functions.
- Official meetings, reviews, workshops and conferences shall, as far as practicable, be conducted through virtual or hybrid mode.
- Organisations may also suitably engage with ICAO and other international agencies for facilitating hybrid participation in meetings and working group deliberations.



### C. Foreign visits

- Foreign visits shall be strictly restricted to essential engagements relating to:
    - Operational safety and aviation security;
    - Mandatory certification/regulatory requirements;
    - Critical bilateral/multilateral commitments; or
    - Strategic operational requirements.
  - Participation through virtual/hybrid mode shall be preferred wherever feasible.
  - Delegations shall be kept to the absolute minimum.
  - Foreign visits/training programmes funded by external agencies shall also be avoided unless operationally or regulatorily essential.
2. These measures shall be implemented without compromising aviation safety, aviation security, passenger facilitation, regulatory oversight or essential operational requirements.
3. Heads of Organisations shall ensure strict compliance with these instructions across headquarters, regional offices and field formations under their administrative control.
4. This issues with the approval of Secretary (CA).

  
(Sudhansu Sekhar Mishra)

Deputy Secretary to the Govt. of India

To

The Heads of Organisations as per list attached.

Copy for information to:

1. PS to HMCA
2. PS to HMoSCA
3. PPS to Secretary (CA)
4. PPS to Addl. Secretary (MoCA)
- 5. PPS to Sr. Economic Advisor
6. All Joint Secretary
7. All Director/DS
8. All Under Secretary
9. All Sections
10. All Officers/Officials in MoCA through e-office notice board