

### Time Limits for Disposal of Cases

<b>S No.</b>	<b>Item</b>	<b>Time Limit</b>
1.	Grant of TA Advance	7 days of the receipt of a duly recommended request
2.	Settlement of TA claim	10 days of the submission of a complete and proper claim
3.	Sanction of LTC Advance	7 days of the receipt of a duly recommended request
4.	Payment of LTC Advance	7 days of the receipt of the sanction order
5.	Settlement of LTC Claim	15 days of the submission of a complete and proper claim
6.	Sanction of GPF withdrawal/ advance	7 days of the receipt of a proper request
7.	Payment of GPF withdrawal/ advance	7 days of the receipt of the sanction order
8.	Processing of intimations/ requests for acquisition or disposal of property	30 days of the receipt of a proper intimation
9.	Sanction of leave encashment in connection with LTC	7 days of the receipt of a proper request
10.	Payment of leave encashment in connection with LTC	7 days of the receipt of the sanction order