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No.12016/3/84-Estt.(L)
Government of India/Bharat Sarkar
Ministry of Personnel & Training, Administrative
Reforms and Public Grievances and Pension/
Karmik Aur Prashikshan, Prashasnik Sudhar
Aur Lok Shikayat Tatha Pension Mantralaya
(Department of Personnel & Training/Karmik
Aur Prashikshan Vibhag)

-.-.-
New Delhi, the 12th April, 1985.

OFFICE MEMORANDUM

Subject:- Leave terms to be granted to officers appointed on contract in various posts under the Central Govt. -

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The undersigned is directed to state that the leave terms to be granted to officers who are appointed on contract in various posts under the Central Government has been under consideration of the Government for some time. It has now been decided that the officers appointed on contract in various posts under the Government will be entitled to leave as follows:-

- i) Earned leave as admissible to a Central Government servant governed by the Central Civil Services (Leave) Rules, 1972.
- ii) Half pay leave/commuted leave as admissible to a temporary Government servant under the Central Civil Services (Leave) Rules, 1972.
- iii) Extraordinary leave:
 - a) in the case of contract appointments for one year or less, no extraordinary leave;
 - b) in the case of contract appointments for more than one year but not more than 5 years, extraordinary leave as admissible to a temporary Government servant under the Central Civil Services (Leave) Rules, 1972 subject to the condition that the total extraordinary leave sanctioned during the entire contract period shall not exceed 90 days;
 - c) where the contract appointment is for more than 5 years extraordinary leave as admissible to a temporary Government servant, under the Central Civil Services (Leave) Rules, 1972;
 - d) where the contract appointment is for an indefinite period, the officer will be entitled to extraordinary leave as admissible to an officer in permanent Government service under the Central Civil Services (Leave) Rules, 1972.

2. Encashment of Leave: The contract officers will suo motu be allowed encashment of earned leave at their credit on the date of termination of contract

subject to the ceilings mentioned below:

Period of contract appointment	Maximum earned leave for which encashment will be allowed at the time of termination of contract.
2 years or less	No encashment.
more than 2 years upto 5 years	30 days.
more than 5 years upto 10 years	60 days.
more than 10 years upto 15 years	90 days.
more than 15 years upto 20 years	120 days.
more than 20 years upto 25 years	150 days.
more than 25 years	180 days.

3. The encashment of earned leave as above will, however, be subject to the condition that the total earned leave for which encashment will be allowed together with the earned leave or full pay leave for which encashment had been allowed in previous appointments, if any, under the Government, an autonomous body or bodies or public sector undertaking(s) is not more than 180 days.

4. The grant of leave and the encashment of leave will be subject to the conditions prescribed in the Central Civil Services (Leave) Rules, 1972. The above orders are in supersession of all the existing orders on the subject issued from time to time by the Ministry of Finance.

5. In so far as the application of these orders to the officials employed in the Indian Audit and Accounts Department are concerned, this issues with the concurrence of the Office of the Comptroller and Auditor General of India.

A. Jayaraman
(A. JAYARAMAN)
DIRECTOR.

To
All Ministries and Departments
of the Government of India
(as per standard list).

No. 12016/3/84-Estt.(L) New Delhi, the 12th April, 1985.

Copy also forwarded to:-

1. Comptroller and Auditor General of India and all States under his control.
2. Controller General of Accounts.