

GOVERNMENT OF KERALA
Abstract

RULES--- EARNED LEAVE – SURRENDER OF -- AMOUNT OF EARNED LEAVE
THAT CAN BE SURRENDERED --CLARIFICATIONS ISSUED.

FINANCE DEPARTMENT

G.O.(P) No.198/72/Fin.

Dated, Trivandrum, 14th June, 1972.

Read:- 1. G.O.(P) No. 605/70/Fin. Dated 26-8-1970
2. G.O.(P) No. 68/72/Fin. Dated 7-3-1972

ORDER

Under the orders read, an officer may be permitted to surrender earned Leave, once in twelve months, subject to a maximum of days and or 30 days, as the case may be. Doubts have been raised whether an officer may be permitted to surrender leave for periods of less than 15 days and/or 30 days.

Government clarify that there is no objection to permission being granted to surrender Earned Leave for periods of less than 15 days and/or 30 days because the periods of 15 days and 30 days fixed in the Orders read are only the maximum limits. But the leave sanctioning authority should bear in mind that surrender of leave under each scheme can be allowed only after the elapse of twelve months from the date of the previous surrender. Under the scheme of surrender for a maximum period of 30 days the period of 12 months should be reckoned from the date of expiry of the leave taken for the purpose of the previous surrender as has been clarified a Circular Memorandum No.5400/R2/69/Fin. Dated 26-2-1969. The scheme under which the surrender is sanctioned should also be specifically quoted invariably in all cases so that there may not be any confusion in determining the officer's eligibility for the surrender under each scheme, especially when the surrender is for a period of less than 15 days.

By order of the Governor,

N.KARTHIAYANI AMMA
Joint Secretary

To

The Accountant General, Kerala, Trivandrum
All Heads of Departments and Offices
All Departments and Sections of Secretariat
The Secretary, Public Service Commission (with C.L)
The Registrar of High Court of Kerala (with C.L)
The Registrar, University of Kerala (with C.L)
The Registrar, University of Calicut(with C.L)
All Officers of the Secretariat
The Secretary to Governor
The Private Secretary to Chief Minister
The Private Secretaries to other Ministers
The Stenographer to the Chief Secretary.
The Superintendent of Government Presses, Trivandrum.