

PROCEEDING OF THE CONSERVATOR OF FORESTS,
CENTRAL CIRCLE, TRISSUR

PRESENT: T.M. MANOHARAN.

Sub:- Revised orders for surrender of Earned Leave- consequent on revision of scales of pay at central rates- Recovery of leave salary for excess surrender of Earned Leave- regarding

- Read:- 1. G.O.(P) No. 600/93/Fin dt. 25-9-93
2. G.O.(P) No. 930/93(2)Fin dt. 8-12-93
3. G.O.(P) No. 94/(5) Fin dt. 2-2-94.

ORDER No. E3- 1544/94 dated:- 5-5-1994.

The existing scheme permitting the surrender of Earned leave up to 45 days in four times in a Financial year has been revised with effect from 1-3-92, vide Govt. orders read as first paper above. As per the revised scheme, all categories of employees including contract and Part-time contingent employees could surrender Earned Leave in a financial year would be a Rule of 15 days

Since the restriction in the number of days of surrender of Earned Leave has been given effect from 1-3-92, surrender of Earned Leave in excess of the limit of 15 days, if any sanctioned on or after 1-3-92 should be reviewed and excess leave salary paid should be adjusted from the arrears of salary payable on the basis of the revision of Scale of pay. recovery of such amount should be limited to 50% of the arrears of salary payable for the period up to 31-8-93 and the quantum of Earned Leave corresponding to the amount so recovered should be credited back to the leave account of the employee.

Accordingly the following amounts have been recovered the arrear bills up to 31-8-93 from the following staff of this office who had opted the revised scale of pay. The No. of days of Earned leave to be credited back to the Earned Leave account proportion to the amount recovered are also noted against each.

Name	Designation	Amount Received from the arrear bill	Earned to be credited back in proportion to the amount recovered	Voucher No
1	2	3	4	5
1.M. Suseela Nethiar	U.D.Clerak	428	3	3/4.4.94
2. O .Valsalakumari	"	2052	20	"
3. Saraswathy Vaidyanathan	"	2862	29	"
4. K C Anto	"	1815	18	"
5. E A. Divakaran	"	2055	24	"
6. P. K Jacob	" 988 12 "	"	"	"
7. A. Vijay Kumar	" 1278 16 "	"	"	"
8. M. Sankaranarayanan	"	1997	25	"
9. C.G. Raveendran	"	2421	24	5/4.4.94

10 C.D Bastian	"	76	1	7/4.4.94
11. Meeja John	L D clerk	1803	29	3/4.4.94
12 K S Sunandha	"	1463	24	"
13-----Madhavan	Confidential			
	Asst.,	1747	18	"
14-----	U D Typist	1932	25	"
15 P G .Lilly	"	864	11	5/4.4.9
16 P R Sathyanathan	U.D.Compilor	2111	21	6/4.4.9
17. k Raveendran	Driver	1336	20	8.4.4.9
18 M T Antony	Peon	74	1	3/4.4.3
19 T. h. Saramma	"	1204	20	"
20 T K Varkey	"	1104	20	"
21 P D Rosa	P, T,Sweeper	141	5	"

For reckoning the days of earned leave to be credited to the employees leave account corresponding to the amount of recover made, fraction less than 0.5 day is omitted and fractions above 0.5 day is rounded to the full day, So also the days of earned leave surrounded in excess of 15 days during 3/ 92 a long is taken in to account, for the financial year 1991-92.

In the above circumstance, I.T.M. Manoharan Conservator of Forests, Central Circle, Trissur do hereby order back the No. of days of earned leave of the employees cited above to their respective leave account for which recovery of leave salary has been made from their and to recast their leave account accordingly.

T.M. MANOHARAN
Conservator of Forest
Central Circle
Trissur

To the Individuals
Copy to 'E2' Section for further necessary action
Copy to Service Books