

Enhancement of Quantum of
accumulation of Earned Leave and
Encashment of Earned Leave -

Government of Gujarat,
Finance Department,
Resolution No.PGR/1088/ 20 /M,
Sachivalaya, Gandhinagar,
Dated the 19th February, 1998.

- Read:- (i) Government Resolution, Finance Department No.PCR-1086-1802-1-M,
dated the 1st December, 1986,
(ii) Government Resolution, Finance Department No.PCR-1086-2883-4-M,
dated the 1st January, 1987,
(iii) નાણા વિભાગનો સર્ક્યુલર : ૧૦૦૧ નો સરકારી સત્તા સ્તર : ૨૪૫-૧૦૦૧-૬૬૦-૫,
(iv) Government of India, Ministry of Personal, Public Grievances & Pensions,
Department of Personnel & Training, New Delhi, Office Memorandum
No.14028/7/97/Estt(L), dated the 7th October, 1997,
(v) નાણા વિભાગનો સર્ક્યુલર : ૩૫૧ જાન્યુઆરી, ૧૯૯૮ નો સરકારી સત્તા સ્તર : ૫૧૨-૧૦૦૮-૧-૫.

RESOLUTION

On the basis of Government of India's orders referred to above, Government is
pleased to issue the following modifications in the existing Revised Leave Rules, 1935 :-

- (a) The existing ceiling of 240 days on accumulation of earned leave provided
under Government Resolution, Finance Department No.PCR-1086-1-M,
dated the 1st December, 1986 shall be enhanced to 300 days.
- (b) The existing ceiling of 240 days for availing of the benefit of encashment of
unutilised earned leave at the credit of Government Servant provided under
Government Resolution, Finance Department No. PCR-1086-2883-4 M,
dated 1st January, 1987 shall be increased to 300 days in respect of the
following categories:-
- (i) retirement on attaining the age of superannuation,
(ii) case where the service of a Government Servant has been extended, in the
interest of public service, beyond the date of retirement on superannuation;
(iii) voluntary retirement;
(iv) pre-mature retirement;
(v) where the services of a Government Servant are terminated by notice or by
payment of pay and allowances in lieu of notice, or otherwise in accordance
with the terms and conditions of his appointment;
(vi) in the case of death of Government Servant while in service, to the family
of the deceased;
(vii) in the case of leave preparatory to retirement;
(viii) on absorption of a Government Servant in the State Public Sector
undertaking/autonomous body wholly or substantially owned or controlled
by the Central/ State Government.
- (c) Government Servant who resigns or quits service shall be entitled to cash
equivalent in respect of Earned Leave at credit on the date of cessation of
service to the extent of half of such leave at his credit subject to a maximum
of 150 days.
2. The above orders shall take effect from 1st July, 1997.
3. Government has also decided that all employees may be permitted to encash 10
(Ten) days earned leave at the time of availing of Leave Travel Concession, subject

- (a) the total leave so encashed during the entire career does not exceed 60 days in the aggregate;
- (b) earned leave of at least an equivalent duration is also availed of simultaneously by the employee;
- (c) a balance of at least 30 days of Earned Leave is still available to the credit of the employee after taking into account the period of encashment as well as leave; and
- (d) the period of leave encashed shall be deducted from the quantum of leave that can be normally encashed by him at the time of superannuation.

Accordingly, encashment of earned leave may be allowed by the Administrative Department/ Heads of Department/ Heads of Office subject to the prescribed conditions. The total Encashment of Earned Leave allowed to a Government Servant alongwith Leave Travel Concession while in service and as per the provisions of the Revised Leave Rules, 1937 should not exceed the maximum limit/ ceiling of 300 days or 150 days, as the case may be.

4. The orders in paragraph 3 above shall take effect from the date of issue.
5. The orders as per paragraph 1 to 4 above shall also apply to Government Servants serving in Vacation Departments.
6. The orders regarding grant of benefit of leave encashment issued under Government Resolution, Finance Department, No. 2824-9029-550-4, dated the 1st July, 1991 are hereby discontinued with effect from 1st January, 1990.
7. Necessary amendments to the Bombay Civil Services Rules, 1959 and Revised Leave Rules, 1935 will be issued hereafter.

By order and in the name of the Governor of Gujarat,

A.B. Pathan,
Officer on Special Duty,
Finance Department

To

The Secretary to the Governor, Raj Bhavan, Gandhinagar.
The Principal Secretary to the Chief Minister
Personal Secretaries to all Ministers / State Ministers.
* The Registrar, Gujarat High Court, Ahmedabad.
* The Secretary, Gujarat Legislature Secretariat, Gandhinagar.
* The Secretary, Gujarat Public Service Commission, Ahmedabad.
* The Secretary, Gujarat Vigilance Commission, Gandhinagar.
The Secretary, Gujarat Civil Service Tribunal, Gandhinagar.
The Accountant General-I (Audit), Gujarat State, Ahmedabad/Rajkot.
The Accountant General-II (Accounts & Entitlements) Gujarat State,
Ahmedabad/Rajkot.
All Departments of Secretariat.
All Heads of Departments/Offices.
The Pay and Accounts Officer, Ahmedabad / Gandhinagar.
The Residence Audit Officer, Ahmedabad / Gandhinagar.
All Officers / Branches in Finance Department.
Select File 'M' Branch
'B' Distribution

* By letter.