



GOVERNMENT OF ANDHRA PRADESH

PANCHAYAT RAJ (ESST.III) DEPARTMENT

Memo.No. 4992/Esst.III/77-1

Dated:2-8-1978

Sub:- Leave – Surrender Leave – Availment in a block period by the employees of Panchayat Samithis and Zilla parishads – Instructions - Issued.

- Ref:- 1. G.O Ms. No. P.R.(ESST.IV)Department, Dt. 17-11-1970.
2. Govt.Memo.No.4303/Esst.III/74-4, P.R. Dt. 11-9-1973.
3. Govt.Memo.No.5542/Esst.III/74-3, P.R. Dt. 6-3-1975.
4. G.O.Ms.No.334, Finance and Planning (FW. F.R.I) Dept. Dt.28-9-77.

APUS

A copy of the orders issued in G.O.Ms.No.334, Finance and Planning (FW. F.R.I) Dept, Dt.28-9-77 is appended herewith and Secretaries of Zilla Parishads and Block Development Officers of Panchayat Samithis are informed that the above orders are hereby extended to all the P.R. Employees , Working in Zilla Parishads and Panchayat Samithis.

It is further clarified that as per the existing orders surrender of leave can be allowed as follows:-

1. Regular employees in “superior service” can be allowed to surrender 15 days leave in a year.
2. Emergency employees after putting in a service of 24 months can be allowed to surrender 14 days leave for the first surrender and subsequent surrenders can be regulated on block year basis.
3. Regular Last Grade Employees who have put in a service of 15 years can be allowed to surrender 15 days leave in a year when they start earning leave on par with regular employees in Superior Service.

In respect of those who have surrendered 15 or 30 days leave in terms of the earlier instructions, the block year of one or two calendar years should be deemed to have commenced from coming block year.

With a view to ensure that surrender of leave has not been permitted more than once during the block years of one or two calendar years, as the case may be, the authorities competent to grant such leaves should append the following certificate to the sanction orders.

“Certified that the surrender of 15 or 30 days now permitted for the block year of one or two calendar years has not been sanctioned to the emergency/regular employee earlier.”

The above instructions shall be deemed to have come into force from 1st January,1978.

C.R.KAMALANATHAN,
Joint Secretary to Government.