



**GOVERNMENT OF ANDHRA PRADESH
FINANCE & PLANNING (FW. FR. I) DEPARTMENT**

Memo. No. 27/423/A2/FR.I/97-1,

Dated: 18-8-1997

Sub : Leave - Surrender of Earned Leave while in service by Government employees-
Certain clarification - Regarding.

Ref: Govt. Memo. No. 27/423/A2/FR.I/91, dt. 20.1.1992. Fin. & Pig Department.

1. In the Govt. Memo. cited, it was clarified against item 1 of the point, that it may not be possible to accord sanction of a claim relating to leave salary in lieu of Earned Leave surrendered by the Government employees in the last week of the financial year, in the subsequent financial year.
2. It was brought to the notice of Government that though orders were issued permitting the employees to surrender Earned Leave even during the months of January and February of the financial year, claims (Bills) could not be preferred before 31 st March of that financial year and thereby the employees were put to hardship and it was therefore represented to permit the presentation of the claims in the subsequent financial year also.
3. The matter has been carefully examined and it is hereby ordered that the claims (bills) relating to the leave salary in lieu of the Earned Leave surrendered by Government employees while in service shall be preferred within a period of 90 days from the date of issue of the order permitting the employees to surrender Earned Leave; If the claims (bills) are not preferred within the period of 90 days the sanction orders issued will stand automatically lapsed.
4. All the Departments of Secretariat and all the Heads of Department are requested to communicate these instructions to all their Subordinate officers.

APUS

D.SUBBARAO
SECRETARY TO GOVERNMENT