

New Delhi, the 01 July, 2016

To,

The Chief of Army Staff
The Chief of Naval Staff
The Chief of Air Staff

Subject : REVISION OF TERMS AND CONDITIONS OF LEAVE
ENTITLEMENT OF CONTRACTUAL EMPLOYEES AT
ECHS POLYCLINICS.

Sir,

1. With reference to Govt. of India MoD letter No.24(6)/03/US(WE)/D(Res) dated 22 September, 2003 and No.24(6)/03/US(WE)/D(Res)/Pt.III dated 15 Dec. 2005, I am directed to convey the sanction of the President for the following amendments to the procedure for contractual employment of staff for ECHS Polyclinics:-

Para 8 (h)

For

Leave The staff will be entitled to ten days leave (8 days casual leave and 2 days restricted holidays) in a calendar year (Non accumulative), beside Sundays and Gazetted holidays. Leave will be sanctioned by the Station Cdr. In the eventuality of a staff requiring additional leave beyond 10 days, the same may be sanctioned by the Station Cdr subject to the following conditions :

- i) Leave beyond 10 days will be without pay.
- ii) The Polyclinic can employ a relief if the leave exceeds 20 days. The leave relief will be entitled for the same remuneration that were entitled to the staff he/she is substituting for. The relief should have been interviewed by the Station Board of Officers and empanelled for appointment.
- iii) Services of the contractual employee may be terminated by the appointing authority, in case the leave period exceeds 60 days.

Read

Leave

i). The appointee shall be entitled for leave @ 2.5 days for every completed month during the contractual period which will lapse, if accumulated, at the end of six months. Entitled leave will be besides, Sundays and Gazetted Holidays. Leave will be sanctioned by the Station Commander. Any leave beyond entitled leave will be without pay.

ii). The Polyclinic can employ a relief if the leave exceeds 20 days at a stretch. The leave relief will be entitled for the same remuneration that were entitled to the staff he/she is substituting for. The relief should have been interviewed by the Station Board of Officers and empanelled for appointment.

iii). Services of the contractual employee may be terminated by the appointing authority, in case the leave period exceeds 60 days.

2. This issues with the approval of Hon'ble RM.

Yours faithfully,



(H.K. Mallick)

Under Secretary to the Govt. of India

Copy to :

PS to RM

PS to RRM

CGDA, New Delhi

AG, IHQ of MoD(Army)

COP, IHQ of MoD(Navy)

AOA, Air HQ (VB)

MD, ECHS

DFA(Fin/Pen)