



PLANNING AND ECONOMIC AFFAIRS (BPE) DEPARTMENT

No.10432/BPE-1/95/Plg., Thiruvananthapuram,

Dated, 20th January 1996

CIRCULAR

Sub:- Public Sector Undertakings – Grant of Leave Without Allowances for taking up employment abroad or elsewhere in India to the employees of State Public Sector Undertakings – Guidelines issued

At present there are no general guidelines for grant of Leave without Allowances to employees of State Public Sector Undertakings for taking up employment abroad or elsewhere in India. Some of the Public Sector Undertakings like Kerala State Road Transport Corporation which follows Kerala Service Rules have adopted the Government scheme in toto. Industries Department had issued Circular directions to the Public Sector Undertakings under its administrative control permitting such leave upto a period of 10 years. No restrictions were imposed on granting the leave except in the case of Senior Technical Officers.

2. It may not be desirable to extend the Government scheme in toto to all Public Sector Undertakings because Public Sector Employees would use their position and experience in their organization to obtain employment abroad or elsewhere in India and at the same time retain the right to come back at their will and convenience. Most of the Public Sector Undertakings employ only limited number of persons having the required professional/technical qualification and experience. Indiscriminate granting of leave will, therefore, endanger the smooth functioning of medium size Public Sector Undertakings because they may not be able to appoint permanent hands in the place of those who proceed on leave. At the same time such leave can be given in those undertakings which are over staffed and management feels that some of the employees can be granted leave without having any impact on the day to day operations of the undertaking.

3. Government have examined the matter in detail and are pleased to issue the following guidelines for strict compliance.

(i) Leave without allowances for taking up employment abroad or elsewhere in India can be granted to the employees of the Public Sector Undertakings upto a maximum period of 20 years subject to the conditions that:-

(a) Public Sector company can grant such leave for the above purpose upto three years provided it can manage its affairs without having a substitute to be appointed from outside in the resultant vacancy and

(b) the leave can be extended beyond three years and upto 20 years with the prior approval of Government provided the Management of the Public Sector Undertaking certify that the person applying for leave can be allowed to continue on leave without appointing a substitute in his place and such granting of leave will not in any way affect the operations of the undertaking.

(c) The management will have discretion not to sanction leave or to sanction leave only or a shorter period and also to recall persons before completion of sanctioned leave.

(ii) The Management of the Public Sector Undertakings will ensure that the employees proceed on leave only after the leave is duly sanctioned by the Board of Directors of the Company.

(iii) Persons who absent themselves without getting the leave duly sanctioned should be treated as on unauthorized absence and action should be taken to terminate their service.

R.C. CHOUDHURY,
Commissioner and Secretary