

GOVERNMENT OF KERALA

Abstract

PERSONS IN PUBLIC SERVICES-- LEAVE WITHOUT ALLOWANCE FOR
SEEKING EMPLOYMENT ABROAD OR ELSEWHERE-- PROCEDURES FOR
SANCTIONING LEAVE---ORDERS --ISSUED.

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PERSONNEL & ADMINISTRATIVE REFORMS (ADVICE C) DEPARTMENT

G.O.(P) No.6/89/P&ARD..

Dated, Trivandrum, 30th March, 1989.

Read:- 1. G.O.(P)No. 780/83/Fin.Dated, 16-12-1983.
2. G.O.(P)No. 953/86/Fin.Dated, 27-12-1986

O R D E R

As per Appendix XII A of Part I, Kerala Service Rules, the officers on leave without allowances for employment abroad or elsewhere who do not return to duty immediately on expiry of the leave and those officers who absent themselves unauthorisedly without getting the leave sanctioned under these rules shall be proceeded against and his/her service terminated after following the procedure laid down in the Kerala Civil Services (Classification, Control and Appeal) Rules, 1960. Requests for reinstatement in Government Service in such cases will be summarily rejected.

2. Complaints have been received by Government that in certain cases there is inordinate delay in processing and to take decision on the application for leave without allowance from Government employees to take up private employment abroad or elsewhere. The question of avoiding delay in the matter of sanctioning of leave has been engaging the attention of Government for some time past:

3. Government have examined the matter in detail and are pleased to order that :--

(i) The Government employees who desire to apply for leave without allowances to accept or seek employment abroad or elsewhere shall submit his/her leave application in the proper form through proper channel.

(ii) The Head of Department shall forward the leave application to the Secretary to Government of the concerned Administrative Department on receipt of the leave application with his recommendation within a week.

(iii) The Administrative Department in Government will take decision on the leave application and communicate it has been Head of Department concerned and the applicant with his weeks.

(iv) In the case of extension of leave without allowance and employment abroad or elsewhere also the above instructions shall be followed.

By order of the Governor,

P. SHANMUGHA SUNDARAM
Secretary to Government.

To

All Heads of Departments and Offices
All Departments (All Sections)of the Secretariat including Law Finance and
Legislature Secretariat.
All Officers of the Secretariat.
All District Collectors
The Accountant General(Audit/A and E), Kerala, Trivandrum(with C.L)
The Secretary, Kerala Public Service Commission (with C.L)
The Registrar, University of Kerala/Cochin/Calicut (with C.L)
The Registrar High Court of Kerala, Ernakulam (with C.L)
The Registrar Kerala Agricultural University, Trichur (with C.L)
The General Manager, Kerala State Road Transport Corporation Trivandrum
(with CL)
The Secretary, Kerala State Electricity Board, Trivandrum (with CL)
The Private Secretaries to the Chief Minister and other Ministers
The Advocate General, Ernakulam
The Private Secretary to the Speaker, Legislative Assembly Trivandrum
The Private Secretary to the Governor, Raj Bhavan, Trivandrum
The Private Secretary to the Leader of Opposition, Contonment House,
Trivandrum
The Under Secretary to the Chief Secretary
The Director of Public Relations