



EAST COAST RAILWAY

प्रधान मुख्य कार्मिक अधिकारी का कार्यालय/
Office of the Principal Chief Personnel Officer
रेल सदन, द्वितीय तल, भुवनेश्वर - 751017
Rail Sadan, IInd Floor, Bhubaneswar-751017

स्थापना क्रमांक/ Estt. Srl. No.68/2021

पूतरे/कार्मिक/आर/ECOR/Pers/R/COVID-SCL

Date: 25.06.2021

सेवा में,
सभी प्रमुख विभागाध्यक्षों/समन्वयक विभागाध्यक्षों, पू त रे/भुवनेश्वर
मं.रे.प्र/व.मं.का.अधिकारी/मं.का.अधिकारी-खोरघारोड,वालातेरू, संबलपुर,
मु:कारखाना प्रबंधक/कारखाना कार्मिक अधिकारी- मंचेश्वर, अतिरिक्त रजिस्ट्रार/रेल दावा अधिकरण,
व.का अधिकारी(नि)/भुवनेश्वर
महा सचिव/इकोर थ. कां., महा सचिव/इकोर थ. यू.,
महा सचिव/एआई ओ बी सी आर ई ए, महा सचिव/ ए आई एस सी एस टी आर ई ए

Sub: Treatment/regularization of hospitalization/quarantine period during COVID-19 pandemic-regarding

उपर्युक्त विषय पर रेलवे बोर्ड पत्र सं.- E(G)/I/2020/LE 2/ I/Pt.2 दिनांक 14.06.2021 की प्रतिलिपि सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई हेतु अग्रेषित है।

A copy of Railway Board's Lr. No.- E(G)/I/2020/LE 2/ I/Pt.2 dated 14.06.2021 on the above quoted subject is forwarded herewith for information, guidance and necessary action.

Encl: As above,

(R.N.A.Parida)

Chairman Railway Recruitment Cell
For Principal Chief Personnel Officer

प्रतिलिपि प्रेषित/Copy to :

- 1) महाप्रबंधक के सचिव/पूर्व तट रेलवे, भुवनेश्वर
- 2) मुकाधि/मुकाधि(प्रशा.), उप म.प्र. अध्यक्ष(रेलवे भर्ती प्रकोष्ठ)
- 3) उप मुख्य प्रबंधक(सू.प्रौ), उप मुकाधि(औ.सं.एवं कल्याण), वकाधि(इंजी.)
- 4) वकाधि(स्टाफ), वकाधि(मुख्या. एवं न्याया.)
- 5) मुकाधि के निजी सचिव/सहा.कार्मिक अधि.(मुख्या.),सहा.कार्मिक अधि.(कल्याण),
सहा.कार्मिक अधि.(बिल),

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD

No. E(G)2020/LE2/1/pt.2

New Delhi, dated: 14.06.2021

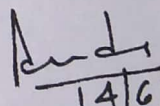
The General Managers,
All Zonal Railways/PUs

Sub: Treatment/regularization of hospitalization/quarantine period
during COVID-19 pandemic - regarding.

Ref: (i) Board's letter no. E(G) 2020/LE 2/1 dated 06.08.2020 &
03.09.2020.
(ii) DOP&T's OM No. 13020/1/2019-Estt.(L) dated 01.03.2021 &
07.06.2021.

Copies of Office Memorandum dated 01.03.2021 and 07.06.2021 of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training on the above cited subject are being sent herewith for information and compliance please.

In view of the above, Railways are requested that the cases relating to regularization of absence during COVID-19 pandemic period may be examined in the light of the OM dated 28.07.2020, 01.03.2021 and 07.06.2021 of DOP&T and guidelines issued by MOH&FW and MHA from time to time at their own level.


14/6/21
(ANITA GAUTAM)
Director Estt. (General)

DA: As above

No.13020/1/2019-Estt.(L)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training
(Leave & Allowance Division)

Old JNU Campus, New Delhi
Dated the 7th June 2021

OFFICE MEMORANDUM

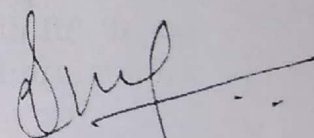
Subject- Treatment/regularization of hospitalization/quarantine period during COVID-19 Pandemic - regarding.

This Department has been receiving several references/queries requesting for clarification relating to treatment of the hospitalization/quarantine period during the COVID-19 pandemic. The matter has been considered, and keeping in view the hardships faced by the Government servants, it has been decided to treat the period of absence, in relaxation of CCS (Leave) Rules, 1972, as under:-

Sl. No.	Situation	Treatment of period of absence
(1)	When the Government servant himself is COVID Positive and is in home isolation/quarantine	(i) Shall be granted Commuted Leave up to 20 days, if due and admissible, without Medical Certificate, on mere production of his COVID positive report. (ii) If Commuted Leave is not available, he shall be granted Special Casual Leave (SCL) for 15 days, followed by Earned Leave (EL) or Half Pay Leave (HPL) of 5 days and, in case of EL/HPL is also not available, he shall be given Extra Ordinary Leave (EOL) without insisting on production of Medical Certificate, and the period shall also be counted for qualifying service.
(2)	When the Government servant himself is COVID positive, and is in home isolation and has also been hospitalized.	(i) Shall be granted Commuted Leave/SCL/EL for a period up to 20 days starting from the time having tested COVID positive, if the period of home quarantine/discharge from hospital falls within 20 days, as per Sl.No.1 above. (ii) In case of hospitalization beyond the 20 th day from his testing COVID positive, he shall be granted Commuted leave, on production of documentary proof of hospitalization. (iii) If, however, after discharge from the hospital, the Government servant is required to remain at home for post-COVID recovery, he may be granted leave of any kind due and admissible to him, with the approval of the concerned Competent Authority, as per the CCS (Leave) Rules, 1972. It is only when the Commuted Leave is not available to the credit of the Government servant that SCL of 15 days or EL or EOL shall be considered.
(3)	When a dependent family member of Government servant is COVID-positive or parents,	(i) Shall be granted SCL of 15 days on production of COVID-positive report of dependent family member/parents. (ii) In case of active hospitalization of any of the family member/parents even after 15 days of the expiry of SCL, the

	whether dependent or not, living with him are COVID positive.	Government Servant may be granted leave of any kind due and admissible beyond 15 days of SCL till their discharge from hospital. After discharge from the hospital of dependent family member/parents, if the Government servant wishes to avail further leave, he shall be considered for the leave due and admissible as per the CCS (Leave) Rules, 1972, subject to functional requirements and sanction of leave by the Competent Authority. The Competent Authority is advised to take a liberal view in such cases and its decision in the matter shall be final.
(4)	When the Government Servant comes into direct contact with a COVID-positive person and remains in Home Quarantine.	He shall be treated as on duty/Work from Home for a period of seven days. For any period beyond that, his attendance shall be regulated as per the instructions given by the Ministry/Department/Office concerned, where he is working.
(5)	The period of Quarantine spent by Government servant, as a precautionary measure, residing in the Containment Zone.	He shall be treated as on duty/Work from Home till the Containment Zone is de-notified.

2. These orders shall be applicable w.e.f. 25.03.2020 and shall continue until further orders. The past cases, wherever settled, shall be re-opened if the same is beneficial to the Government servant, and where he makes a request in writing for review.



(Sunil Kumar)

Under Secretary to the Government of India

To

1. All the Ministries/Departments of Government of India
2. PMO/Cabinet Secretariat
3. PS to MoS(PP)
4. PSO to Secretary (Personnel)
5. Sr. Technical Director, NIC, DoPT – with a request for uploading on the website of this Department.

No. 13020/1/2019-Estt(L)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Old JNU Campus, New Delhi 110 067
Dated: 01.03.2021

OFFICE MEMORANDUM

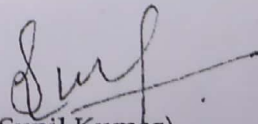
Subject:- Clarification on regularization of absence during COVID-19 pandemic lockdown period - regarding.

This Department has been receiving several references requesting for clarification relating to regularization of absence during COVID-19 epidemic lockdown period.

2. In this regard, it is stated that this Department has already issued a clarification on regularization of absence during COVID-19 lockdown period vide DoPT's OM no. 14029/5/2020-Estt.(L)(pt.) dated 28.07.2020 (copy enclosed).

3. It is further clarified that this Department's OM dated 28.07.2020 has been issued in view of the circumstances that the country is going through due to COVID-19 situations and the unavoidable problems faced by the Government employees in different sectors under the Government of India. A general terminology has been adopted to cover all kinds of problems faced by the employees due to COVID-19 situation. The said OM may not touch all specific circumstantial problems faced by all employees under the Government of India; however, an interpretation of such circumstances in congruence with the clarification made in the above OM is adoptable.

4. Therefore, all Ministries / Departments may examine cases relating to regularization of absence during COVID-19 lockdown period in the light of this Department's OM dated 28.07.2020 referred to above and the guidelines issued by the Ministry of Health and Family Welfare and Ministry of Home Affairs from time to time.


(Sunil Kumar)

Under Secretary to the Government of India

To:

All Ministries/Departments as per standard mailing list

F.No.14029/5/2019-Estt.(L)(Pt.2)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Old JNU Campus, New Delhi 110 067
Dated: 28.07.2020

OFFICE MEMORANDUM

Subject: Clarification on regularization of absence during COVID-19 epidemic lockdown period - regarding.

This Department has been receiving several references/queries from Central Government employees who proceeded on leave, with station leave permission, but could not report for duty due to non-availability of public transport / flights and restrictions on inter/intra state movement of persons as per Ministry of Home Affairs' Orders from time to time, to contain the spread of COVID-19 pandemic in the country. The matter has been considered and the following clarifications relating to regularization of period of absence during the period of lockdown are issued in the matter :-

Sl. No.	Situation	Clarification
1.	Government Servants who were on official tour and were unable to return to their Headquarters (HQs) due to non-availability of Public Transport.	Deemed to have joined duty on the date of expiry of official tour, if intimation in any form, indicating difficulty in joining duty due to non-availability of public transport/flights, has been given by the Government servant to the office.
2.	Government servants who were on leave prior to issue of lockdown orders with effect from 25.03.2020 and the leave ended during lockdown period.	Deemed to have joined duty from the date of expiry of leave, if intimation in any form, indicating difficulty in joining duty due to non-availability of public transport/flights has been given by the Government servant to the office. In case of leave on medical grounds, this is subject to production of medical/fitness certificate.
3.	Government servants who left HQ on the week-end prior to lockdown, i.e. 20.03.2020 (Friday), but could not return to HQ on 23.03.2020(Monday) due to non-availability of transport.	Deemed to have joined on 23.03.2020, if intimation, in any form indicating difficulty in joining duty due to non-availability of public transport/flights has been given by the Government servant to the office.

4.	Government servants who were on leave prior to issue of orders on lockdown with effect from 25.03.2020 and the leave expired during the lock down period, but who wish to curtail the leave before expiry and join duty.	Curtailement of sanctioned leave may not be agreed to, unless allowed by the leave sanctioning authority only in rare cases based on official exigency. From the date following the date of expiry of leave during the period of lockdown, the employee may be deemed to have joined duty.
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2. All the Ministries/Departments and their attached/subordinate offices are directed to regulate the period of absence strictly as per above clarifications and unnecessary references to DoPT on the subject may be avoided.

Satyajit Mishra

(Satyajit Mishra)

Joint Secretary to the Government of India

To:

1. All the Ministries / Departments of Government of India.
2. NIC Cell, DoPT, with a request for uploading on the website of this Department.