

रक्षा लेखा महानियंत्रक
Controller General of Defence Accounts
उलान बटार रोड, पालम, दिल्ली कैंट -110010
Ulan Batar Road, Palam, Delhi Cantt -110010

सं. प्रशा/XIV/19015/सरकारी आदेश/2013

दिनांक: 12/11/2013

No. AN/XIV/19015/Govt. Orders/2013

सेवा मे,

सभी रक्षा लेखा प्रधान नियंत्रक / रक्षा लेखा नियंत्रक
All PCsDA/CsDA

(Through CGDA Mail Server)

Sub: Timely payment of dues of encashment of leave to Government servants retiring on attaining the age of superannuation - need to obviate delays in payment of such dues - regarding.

उपर्युक्त विषय पर भारत सरकार, कार्मिक, लोक शिकायत एवं पेंशन मंत्रालय, कार्मिक एवं प्रशिक्षण विभाग के दिनांक 21/10/2013 के कार्यालय ज्ञापन सं0 18019/6/2013-Estt(L) की प्रति सूचना, मार्गदर्शन एवम् आवश्यक कार्यवाही हेतु अग्रेषित की जाती है।

A copy of Government of India/Bharat Sarkar, Ministry of personnel, Public Grievance and Pensions, Department of Personnel and Training Office Memorandum No. 18019/6/2013-Estt(L) dated 21/10/2013 on the above subject is forwarded herewith for your information, guidance and necessary action please.

संलग्नक: यथोपरि।

(उपेंद्र कुमार)

कृते रक्षा लेखा महानियंत्रक

प्रतिलिपि :-

1. प्रशासन 4 अनुभाग (स्थानीय)।
2. लेखा परीक्षा- 1,2,4 (स्थानीय)।
3. लेखा परीक्षा (समन्वय) अनुभाग (स्थानीय)।
4. ई डी पी सेन्टर (स्थानीय) ---- रक्षा लेखा महानियंत्रक वेबसाइट पर अपलोड करने हेतु।
5. प्रशिक्षण एवं संगोष्ठी केन्द्र, बरार स्क्वायर, दिल्ली छावनी।
6. पुस्तकालय अनुभाग (स्थानीय)।
7. मास्टर नोट बुक (प्रशासन 14)।
8. महासचिव, ए.आई.डी.ए.ए. (सी.बी.) पुणे [द्वारा-रक्षा लेखा प्रधान नियंत्रक (अधिकारी) पुणे]।
9. महासचिव, ए.आई.डी.ए.ई.ए. (एच.क्यू) कोलकाता [द्वारा -प्रधान लेखा नियंत्रक (फेक्ट्री) कोलकाता]।

(उपेंद्र कुमार)

कृते रक्षा लेखा महानियंत्रक

No. 18019/6/2013-Estt(L)
Government of India/Bharat Sarkar
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

New Delhi, the October, 2013
21-10-2013

OFFICE MEMORANDUM

Subject: Timely payment of dues of encashment of leave to Government servants retiring on attaining the age of superannuation – need to obviate delays in payment of such dues - regarding.

The undersigned is directed to state that in terms of the provisions of rule 39 of the CCS(Leave) Rules, 1972, the authority competent to grant leave is suo motu required to issue an order granting cash equivalent of leave salary for both earned leave and half pay leave, if any, at the credit of the Government servant on the date of his retirement, subject to the prescribed limits.

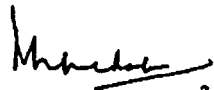
2. It has since been brought to the notice of this Department that the concerned administrative authorities as indicated in First Schedule to the said rules including authorities subordinate to the leave sanctioning authorities to whom such powers have been delegated, are not ensuring that the dues, as admissible to a Government servant retiring on attaining the age of superannuation, are promptly paid. This has led to avoidable litigation where courts have been directing payment of interest on such delayed payments. It has been observed from the references received in this Department that the delays in such payments are predominantly due to avoidable administrative reasons relating to processing of such cases.

3. It is further stated that the Leave Account of a Government servant is a dynamic document which is required to be revisited periodically to record credits of Earned Leave and Half Pay Leave in terms of provisions of rules 26 and 29 of the CCS(Leave) Rules, 1972 with entries made on each occasion the Government servant avails the leave of the kind due and admissible to him. Further, the said rules envisage that advance credits be made in the leave account of the Government servant and a constant check maintained to ensure that the total accumulations at any given time do not exceed 300+15 days.

4. Delays in reckoning the leave accumulations at the credit of Government servant at any stage, particularly at the time of his retirement on superannuation, cannot be acceptable and can be construed as administrative lapse, liable to attract provisions of the CCS(Conduct) Rules, 1964 and CCS(CCA) Rules, 1965. All cases of delay may be looked into and delays in disbursement of dues to Government servants retiring on attaining the age of superannuation be avoided.

5. The administrative authorities may consider putting in place a mechanism to check such delays and define various processing parameters and time lines viz. issuance of orders in respect of such retiring Government servants who have 300+15 days earned leave at their credit on the 20th of the month in which they are retiring as any leave availed by such Government servants shall not impact the maximum ceiling of encashment of such leave even if any request is made for grant of earned leave during the said period. The possibility of e-transfer of dues can also be worked out in consultation with respective P&AOs.

6. All Ministries/Departments are accordingly advised to bring the position referred to in this OM to the notice of all concerned from the perspective of ensuring that the dues of leave encashment in respect of Government servants retiring on attaining the age of superannuation are discharged with due promptness. It may be ensured that sanction orders, in this regard are issued timely, so that dues admissible to the Government servants on attaining the age of superannuation, on account of encashment of leave, are discharged as soon as possible, preferably on the next working day following the date of their retirement on superannuation.


 (Mukul Ratra) 21.10.13
 Director

All Ministries/Departments of the Govt. of India, etc.
 (As per standard mailing list).

NIC, DOPT, North Block for uploading to the website of the ministry