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GOVERNMENT MEDICAL COLLEGE, SECTOR 32, CHANDIGARH
(Hospital Building), Sector 32-B, Chandigarh-160 030 Ph.0172-2601023, Fax No. 0172-2609360

(ESTABLISHMENT BRANCH-I)

CIRCULAR

It has been observed by the competent authority that faculty members of this institute have submitted their requests for conversion of unutilized Summer & Winter vacations into Earned Leaves. However, the Central Civil Service Rules are applicable to the employees of Chandigarh Administration w.e.f 01.04.2022 and as per Note 1 of Explanation under Rule 28 of FRSR of Central Civil Services Leave Rules that **"A Government servant entitled to vacation shall be considered to have availed a vacation or a portion of a vacation unless he has been required by general or special order of a higher authority to forgo such vacation or portion of a vacation"**.

Therefore, in order to avoid any complication at later stage, all faculty members of this institute are requested not to submit such type of requests for conversion of unutilized vacations into Earned Leave.

Dated, Chandigarh the
4th June, 2023

Dr. JASBINDER KAUR,
Director,
Medical Education & Research,
Chandigarh Administration.

Endst. No. GMCH/1EA3/2023/

27169-74

Dated:

14 JUN 2023

A copy is forwarded to the System Analyst, IT Centre, GMCH-32, Chandigarh with the request to e-circulate the same to the following for their information and further necessary action please:-

1. The Professor In Charge, Academic Branch, GMCH-32, Chandigarh **is requested to incorporate the contents of Note 1 of Explanation under Rule 28 of FRSR while issuing vacation roster.**
2. All HOD's, GMCH-32, Chandigarh
3. The Registrar (Academics), GMCH-32, Chandigarh.
4. PS to DP for kind information of Director Principal please.
5. PA to MS for kind information of Medical Superintendent please.
6. PA to JDA for kind information of Joint Director Admn. please.
7. Master file.

14/6/23
Superintendent (Estt. -I)
for Director Principal

Endst.no.