

Copy of Circular letter No. 1730 8GS 63/2044, dated the 25th February, 1963 from the Financial Commissioner Planning and Additional Chief Secretary to Government Punjab to all Heads of Departments etc. etc.

Subject :—Combination of casual leave with autumn/winter/spring recess under the revised system of earned leave, Holidays and working hours.

I am directed to refer to para (5) of Part VI, of the Punjab Government letter No. 4376-GII-59/2767, dated the 28th May, 1959, on the subject noted above and to say that a question has arisen as to whether casual leave can be combined with autumn/winter or spring recess enjoyed by Government employees in the vacation Departments. It has been decided that casual leave should not, except in hard circumstances to be determined by the sanctioning authority, be combined with the autumn/winter/spring recess and that such combination should not in any case be allowed to exceed the spell of 16 days admissible under the rules.

2. These instructions may kindly be brought to the notice of all concerned for information and guidance. The receipt of this communication may please be acknowledged.