



# JAIPUR VIDYUT VITRAN NIGAM LIMITED

CIN: U40109RJ2000SGC016486

(A Government of Rajasthan Undertaking)

“प्रभासि सति सूर्योः”

Office: Room no. 3, Old Power House Premises, Near Ram Mandir,

Banipark, Jaipur- 302006. Email: caoia@jvvn.org / Website: <http://energy.rajasthan.gov.in/jvvn>

JPD/Rules- 1311

No. JPD/CAO(IA)/AAO/Rules/F. 33 / D. 452

Jaipur, dated: - 16 / 06 / 20

## Order

**Sub:- Regarding successful completion of period of probation by probationer-trainee and grant of pay in the pay scale/running pay band of the post.**

The Managing Director, JVVNL has accorded its approval to adopt Memorandums No. F.1(2)FD/Rules/2006 Pt-I dated 06.01.2020 and No. F.1(2)FD/Rules/2006-I dated 28.01.2020 (copies enclosed), issued by the Finance Department, GoR regarding successful completion of period of probation by probationer-trainee and grant of pay in the pay scale/running pay band of the post.

Accordingly, following authorities has been delegated powers to grant extraordinary leave to probationer trainee in place of existing provisions contained in order No. No. JPD/CAO(IA)/AO/Rules/F. 152/D. 2259 dated 24.11.2014 (JPD/Rules-972):-

S.no	Period of Extraordinary Leave	Authority competent to grant EOL
1.	Upto one month	Appointing Authority
2.	Beyond one month in exceptional and unavoidable circumstances	Managing Director in consultation with Director (Finance) ,

The powers for grant of extraordinary leave to probationer trainee shall be subject to observation of following guidelines: -

1. Prior sanction of extraordinary leave shall be pre-requisite in all such cases.
2. No extraordinary leave be sanctioned for study purpose and for preparing competitive examination.
3. Extraordinary leave shall be granted up to one month by appointing authority on reasonable grounds. Extraordinary leave beyond one month shall be granted in exceptional and unavoidable circumstances, related to medical urgency.
4. In case of extraordinary leave applied for critical illness of self, wife/husband, mother, father and children, extraordinary leave can be sanctioned on the basis of certificate of authorized medical attendant.
5. Those who proceed on extraordinary leave without prior sanction shall be treated as cases of wilful absence and liable to disciplinary action.
6. If anyone remains absent without getting prior sanction for extraordinary leave or in cases where absence is due to higher study / preparing for competitive

examination, the period of absence shall be treated as dies non and the same shall not be countable for any purpose.

7. In all cases where extraordinary leave period is exceeding one month, the probation period shall be extended for the entire period of extraordinary leave.

Nigam's order No. JPD/CAO/AO/Rules/F.33/D. 4491 dated 13.11.2019 (JPD/Rules-1270) shall stand superseded.

Finance Department Clarification No. F.1(2) FD/Rules/2006-I dated 25.10.2019 (copy enclosed) shall also be applicable for implementation of the above provisions.

Encl: As above

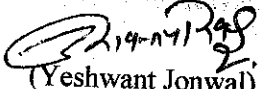
By Order

  
(Dr. R.P. Gupta)

**Chief Accounts Officer (IA)**

Copy submitted/forwarded to the following for information and circulation in various offices under their jurisdiction and control:-

1. The Chief Engineer/Zonal Chief Engineer ( ), JPD, \_\_\_\_\_
2. The Chief Controller of Accounts/Chief Personnel Officer, JPD, Jaipur
3. The Dy. Chief Engineer ( ), JPD, \_\_\_\_\_
4. The Chief Accounts Officer (FM-W&M/ R&B) JPD, Jaipur.
5. The Secretary (Admn.)/Company Secretary, JPD, Jaipur.
6. The Addl. Superintendent of Police (Vig.), JPD, Jaipur.
7. The Sr. Accounts Officer ( )/Dy. Director of Personnel ( ), JPD, \_\_\_\_\_
8. The Superintending Engineer ( ), JPD, \_\_\_\_\_
9. The Superintending Engineer (IT), JPD, Jaipur. He is requested to upload this order indicating JPD/Rules No. on the Jaipur Discom's website.
10. The Accounts Officer/Asstt. Accounts Officer ( ), JPD, \_\_\_\_\_
11. P.A to the Accountant General (E&R Sector Audit), O/o Principal AG Rajasthan, Jaipur.
12. P.A to the Chairman & Managing Director, JVVNL, Jaipur.
13. P.A to the Director (Finance/Technical), JPD, Jaipur.

  
(Yeshwant Jonwal)  
**Asst. Accounts Officer (Rules)**

**GOVERNMENT OF RAJASTHAN  
FINANCE DEPARTMENT  
(RULES DIVISION)**

F.1(2)FD/Rules/2006 Pt-I

Jaipur, dated:

**06 JAN 2020**

**MEMORANDUM**

**Subject :- Regarding successful completion of period of probation by probationer-trainee and grant of pay in the pay scale / running pay band of the post.**

In partial modification of Finance Department memorandum of even Number dated 11.06.2014, powers are delegated for grant of extraordinary leave to probationer trainee in place of existing provisions contained in para 2 and 3 of aforesaid Memorandum as under:-

s. No	Period of Extraordinary Leave	Authority competent to grant EoL
1	Upto one month	Appointing authority
2	Beyond one month in exceptional and unavoidable circumstances	Administrative Department

The powers for grant of extraordinary leave to probationer trainee shall be subject to observation of following guidelines:-

1. Prior sanction of extraordinary leave shall be pre-requisite in all such cases.
2. No extraordinary leave be sanctioned for study purpose and for preparing competitive examination.
3. Extraordinary leave shall be granted up to one month by appointing authority on reasonable grounds. Extraordinary leave beyond one month shall be granted in exceptional and unavoidable circumstances, related to medical urgency.
4. In case of extraordinary leave applied for critical illness of self, wife/husband, mother, father and children, extraordinary leave can be sanctioned on the basis of certificate of authorized medical attendant.
5. Those who proceed on extraordinary leave without prior sanction shall be treated as cases of wilful absence and liable to disciplinary action.
6. If anyone remains absent without getting prior sanction for extraordinary leave or in cases where absence is due to higher study / preparing for competitive examination, the period of absence shall be treated as dies non and the same shall not be countable for any purpose.
7. In all cases where extraordinary leave period is exceeding one month, the probation period shall be extended for the entire period of extraordinary leave.

  
(Hemant Gera)

Secretary to the Government,  
Finance (Budget)

GOVERNMENT OF RAJASTHAN  
FINANCE DEPARTMENT  
(RULES DIVISION)

MEMORANDUM

No. F. 1(2)FD/Rules/2006-I

Jaipur, dated : 28 JAN 2020

**Sub:- Regarding successful completion of period of probation by probationer-trainees and grant of pay in the pay scale / running pay band of the post.**

At the end of Finance Department Memorandum of even number dated 06.01.2020 the following new para be inserted.-

'Finance Department Memorandum of even number dated 08.08.2019 shall stand superseded.

Finance Department Clarification of even number dated 25.10.2019 shall be applicable for implementation of the provisions of Memorandum dated 06.01.2020.'

  
(Hemant Kumar Gera)

Secretary to the Government,  
Finance (Budget)

Forwarded to -

1. Secretary to Hon'ble Governor.
2. Principal Secretary to Hon'ble Chief Minister.
3. All Special Assistants / Private Secretaries to Ministers / State Ministers.
4. Sr. D.S. to Chief Secretary
5. Accountant General Rajasthan, Jaipur.
6. Director, Treasuries & Accounts, Rajasthan, Jaipur
7. Director, Pension and Pension Welfare Departments, Rajasthan, Jaipur
8. Deputy Director (Statistics), Chief Ministers Office.
9. Director, Information and Public Relations, Rajasthan, Jaipur
10. All Treasury Officers.
11. All Sections of the Secretariat.
12. Administrative Reforms (Gr.7) with 7 copies.
13. Technical Director, Finance Department(Computer Cell)
14. Guard File

Copy also to the -

1. Secretary, Rajasthan Legislative Assembly, Jaipur
2. Registrar General, Rajasthan High Court, Jodhpur / Jaipur.
3. Secretary, Rajasthan Public Service Commission, Ajmer.
4. Secretary, Lokayukta Sachivalaya, Rajasthan, Jaipur.

  
(Suresh Kumar Verma)

Joint Secretary to the Government

(RSR - 10 /2020)

**GOVERNMENT OF RAJASTHAN  
FINANCE DEPARTMENT  
(RULES DIVISION)**

**CLARIFICATION**

No. F. 1(2)FD/Rules/2006-I

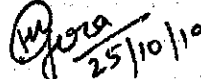
Jaipur, dated : 25 OCT 2019

**Sub:- Regarding successful completion of period of probation by probationer-trainees and grant of pay in the pay scale / running pay band of the post.**

Attention is invited FD Memorandum of even number dated 22.05.2009, 11.06.2014, 07.08.2014 and 08.08.2019 under which provisions are contained for grant of extraordinary leave to probationer trainee. Certain clarification / doubts has been raised for implementation of the above Memorandums.

Accordingly, the matter has been considered with reference to the provisions of Rule 4A of Rajasthan Service Rules under which it has been mentioned that an Officer's claim to leave shall be regulated by the rules in force at the time leave is applied for and granted. Hence, it is clarified that:-

1. In all pending cases of employees who availed extraordinary leave exceeding three months prior to 11.06.2014 the period of probation is to be extended by the period of extraordinary leave availed beyond three months.
2. The employees who were continuing to avail extraordinary leave exceeding three months even before 11.06.2014 and onwards, in such cases also the period of probation is to be extended by the period of extraordinary leave availed beyond three months.
3. In all cases where extraordinary leave exceeding one month is availed on or after 11.06.2014, till 07.08.2019 the probation period will be extended for the period of extraordinary leave taken beyond one month.
4. The employees who were continuing to avail extraordinary leave exceeding one month even before 08.08.2019 and onwards, in such cases also the period of probation is to be extended by the period of extraordinary leave availed beyond one month.
5. In all cases where extraordinary leave exceeding one month is availed on or after 08.08.2019, the probation period shall be extended for the entire period of extraordinary leave.

  
(Hemant Kumar Gera)  
Secretary to the Government,  
Finance (Budget)