



JAIPUR VIDYUT VITRAN NIGAM LIMITED

CIN: U40109RJ2000SGC016486

(A Government of Rajasthan Undertaking)

Regd. Office: Vidyut Bhawan, Janpath, Jyoti Nagar, Jaipur 302005

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No. JPD/CAO(IA)/AO/Rules/F. 33 / D. 1398

Jaipur, dated: - 28/06/2018

Order

Sub: - Amendment in Employees Service Regulations, 1964.

In exercise of the powers conferred vide order No. JPD/CAO(IA)/Rules /F. 90/ D. 3203 dated 20.01.2014, the Managing Director has been pleased to adopt the State Government's order No. F.1(6)/FD/Rules/2011 Pt. dated 22.05.2018 regarding "Child Care Leave". Accordingly, a new regulation 51(C) as mentioned below is inserted in Jaipur Vidyut Vitran Nigam Limited Employees Service Regulations, 1964, namely: -

"51(C). Child Care Leave: - (1) A female Nigam employee may be granted Child Care Leave by an authority competent to grant leave, for a maximum period of two years, i.e. 730 days during her entire service for taking care of her two eldest surviving children whether for rearing or for looking after any of their needs, such as examination, sickness, etc.

Explanation: For the purpose of this rule 'Child' means, -

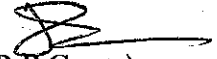
- (a) a child below the age of eighteen years; or
 - (b) a child upto the age of twenty-two years with a minimum disability of forty percent as elaborated in the Ministry of Social Justice and Empowerment, Government of India, notification number 16-18/97-NI. I dated 01.06.2001.
- (2) Grant of Child Care Leave under this rule shall be subject to the following conditions, namely: -
- (i) During the period of Child Care Leave, a female Nigam employee shall be entitled to leave salary equal to the pay drawn immediately before proceeding on leave.
 - (ii) Child Care Leave may be combined with leave of any other kind due and admissible.
 - (iii) Application for Child Care Leave, in the form specified by the Nigam employee (Annexure-A), shall have to be submitted to leave sanctioning authority well in time for sanction.

- (iv) Child Care Leave cannot be claimed as a matter of right. Under any circumstances any female Nigam employee can not proceed on Child Care Leave without prior approval of the leave sanctioning authority.
- (v) Child Care Leave shall not be granted under any circumstances to a female Nigam employee, who remains on an unauthorised absence from duty and applies for it thereafter.
- (vi) Leave already availed or being availed of by a female Nigam employee shall, under any circumstances, shall not be converted into Child Care Leave.
- (vii) Child Care Leave shall not be debited against any other kind of leave account. The leave account of Child Care Leave shall be maintained in the Form specified by Nigam (Annexure-B), from time to time and it shall be pasted in the service book.
- (viii) Leave sanctioning authority can deny the leave applied for on the ground of proper and smooth functioning of Nigam work or achievement of departmental targets.
- (ix) It shall not be granted for more than three spells in a calendar year. A spell, which begins during a calendar year and ends in the next calendar year, shall be deemed as a spell pertaining to the calendar year in which the spell begins.
- (x) It shall ordinarily not be granted to a Probationer trainee during the probation period. However, in special circumstances if the leave is granted during the probation period, then the probation period shall be extended by the period equivalent to the period for which the leave has been granted.
- (xi) The leave is to be treated like the Privilege Leave and sanctioned as such.
- (xii) Sunday and holiday can be prefixed or suffixed to Child Care Leave. Consequently, Sunday, Gazetted holiday(s) or any other holiday(s) notified by the Nigam falling during the period of leave would also count for Child Care Leave, as in the case of Privilege Leave.
- (xiii) A certificate of dependency of the disabled Child will be obtained from the female Nigam employee before sanctioning Child Care Leave along with document of disability issued by the competent authority/Medical Board.

- (xiv) Child Care Leave in connection with the examination or illness of a minor child living abroad, shall be sanctioned on the basis of a certificate issued in this regard by the educational institution concerned or by an authorised doctor, as the case may be. The female Nigam employee, who avails Child Care Leave in respect of a minor child living abroad, shall have to comply with all the rules/instructions for proceeding on ex-India leave and eighty percent period of such leave shall have to be spent in the country where the child is living.
- (xv) Before Child Care Leave is sanctioned relating to the examination of a minor child, who lives in a hostel in India or abroad, the female Nigam employee shall have to clarify how the needs of such a minor child will be looked after by her."

Encl: - As Above.

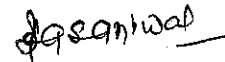
By order,



(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 Controller of Accounts, JPD, Jaipur
2. The Chief Engineer/Zonal Chief Engineer (), JPD, _____
3. The Dy. Chief Engineer (), JPD, _____
4. The Chief Accounts Officer (FM-W&M/ R&B) JPD, Jaipur.
5. The Chief Personnel Officer, JPD, Jaipur.
6. The Secretary (Admn.)/Company Secretary, JPD, Jaipur.
7. The Addl. Superintendent of Police (Vig.), JPD, Jaipur.
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 Sr. Accounts Officer ()/ Dy. Director of Personnel (), JPD, _____
11. The Accounts Officer/Asstt. Accounts Officer (), JPD, _____
12. P.A to the Chairman, Discoms/Managing Director, JVVNL, Jaipur.
13. P.A to the Director (Finance/Technical), JPD, Jaipur.



(B.S. Basaniwal)
Accounts Officer (Rules)

APPLICATION FOR CHILD CARE LEAVE

1. Name of the Applicant	:	
2. Designation	:	
3. Dept./Office/Section	:	
4. Detail of Child/Children	:	Name _____ Date of birth _____ _____
5. Name of Specially abled Child	:	
6. Name of Child for whom Child Care leave is applied for	:	
7. Date of Birth of the Child	:	
8. Date on which child will be attaining age of 18 years.	:	
9. Is the child among the two eldest Children	:	Yes/No
10. Period of Leave & Number of Days Prefix/Suffix of holidays, if any	:	From _____ To _____ Days _____
11. Reason(s) for leave applied for	:	
12. Total Child Care Leave availed till date	:	
13. (a) Whether permission to leave station is required	:	Yes/No
(b) If Yes, Address during leave period	:	Yes/No
14. Date of return from last leave, & nature and period of that leave	:	

Date : _____

Signature of applicant
Employee ID No.

Leave Sanctioning Authority

Remarks of Controlling Officer Leave Recommended / Leave Not Recommended.

Date : _____ Signature _____

Designation _____ Office _____

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