CHAPTER VII

LEAVE RULES

Leave is a privilege to the railway servant earned throughout the service on duty and cannot be claimed as a matter of right\(^1\). Leave (Earned) is granted to the railway servant on application at the discretion of the authority empowered to grant leave, subject to certain conditions provided. Generally, the railway servants are governed by two types of leave Rules via,

1. New Leave Rules/ State railway leave rules, 1930 and

The first type of rule is applicable to the employees who are not governed by fundamental Leave Rules and appointed before 31-1-49. The second type of rule replaced the New Leave Rules, applicable to employees appointed in the Railway on and after 1-2-1949.

According to State Railway leave rules - leave is earned throughout the service by the railway servant (including the periods of leave with pay) without any limit to accumulation. (except in case of Class IV staff and temporary staff below 5 years of service). Leave is earned throughout the service on duty and cannot be claimed as a matter of right. Leave (Earned) is granted to the railway servant on application at the discretion of the authority empowered to grant leave, subject to certain conditions provided. Generally, the railway servants are governed by two types of leave Rules via,

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earned as follows:

**CLASS I & CLASS II:**

Class I and Class II Officers earn leave at 1/7th of continuous service in a post which includes LAP to the extent of 1/15th of the service to date, if leave is taken on medical ground etc. The Officers may be granted 4 (four) months LAP or 8 months LHAP at a time on medical ground.

In the case of Class III, 1/10th of the continuous service in a post which includes, LAP to the extent of 1/15th of service to date is granted. They may be granted 2 (two) months LAP or 4 months LHAP on medical ground. If leave is granted after 20 years of service the period of LHAP may be extended upto 6 months.

A railway servant, other than of inferior service (i.e., Class IV) may be granted any amount of LAP accumulated in their credit, during their continuous service in a post. They may also be granted LHAP for not more than 6(six) months in all. Provided, grant of such leave does not exceed the maximum limit of leave due and granted on a single occasion. These rules are not applicable to all cases, since most of the old employees opted for the State Railway Leave Rules.

**C.P.C. rules or State railway leave rules 1949** -

were introduced in the Indian Railways on 1-2-49. Those

*(1) See Abbreviation list.*
appointed on or after that date and also the existing employees opted to come under these rules.

The rules regarding crediting of LAP on the leave account of an employee on the above line was in vogue prior to 1-1-66 in the M.F. Railway. But this has subsequently been suspended and replaced by new rules with effect from 1-1-66. The prevailing system of crediting the LAP to the staff of M.F. Railway in advance are the following:

(1) All permanent railway servants and those who completed one year continuous service on 31-12-65, will be entitled to 30 days and 31 days LAP in alternative calendar years. This crediting of leave is done yearly in two instalments, once on 1st January and again on 1st July of each year at 15 days on each occasion excepting on the 1st July of even years such as 1966, 68, 70, 72 etc. when the credit of LAP will be 16 days.

Leave to the credit of the staff at the close of the previous year is carried forward to the next half year, accumulating to a maximum limit of 180 days (6 months) in all. LAP due or accumulated more than 180 days will lapse and in no case it will be credited to the leave account of the staff.

(2) In case of temporary staff appointed on or after

1-1-66 - LAP will be credited to the leave account from the date of appointment at 1½ days for each completed month of continuous service he is likely to render in the calendar half year, in which he was appointed.

At the commencement of the next calendar half year i.e., on 1st January or 1st July as the case may be, (unless he is confirmed by this time) at 1½ days for each month for this calendar half year is credited to leave account. That is, a credit of $6 \times 1\frac{1}{2} = 7\frac{1}{2} \text{ days}$, say 8 days LAP will be made for this calendar half year.

At the commencement of the 3rd calendar half year the credit to leave account of a staff is made on the following basis:

(a) Fifteen days for the whole previous year at 1½ days per month plus 2½ days per month of service from the date of completion of 1st year up to the end of 3rd calendar half year. The LAP already credited, is not taken into account of leave in this case.

(b) From the next calendar half year i.e., the first calendar half year an employee completes one year of service, LAP is credited as for permanent employers.

(c) Temporary staff who are confirmed before completion of a year's service, the credit of LAP is made on the basis mentioned in para (b) above. But after the confirmation the leave credit is re-calculated after the 1st year complete service as for a permanent employee.
(d) During the calendar half year in which a staff is due to retire or goes on LPR (1) (or resigns from service or is removed/dismissed from service or dies) - recalculation is made for crediting leave for that half year. This is done @ 2½ days per month (1½ dog day per month in case of temporary staff of less than one year service) upto the date of retirement or going on LPR. In all cases the fraction of leave credit is made to the next round of figure.

LHAP is earned at 20 days for each completed year of service and may be accumulated to any extent.

Up to the year 1968 the leave account of each railway employee was credited with 20 days of LHAP on the anniversary of each completed year of service. This procedure has been simplified at the end of 1968 as per instruction of Railway Board. (2) Accordingly, F.F.Railway, and other Zonal Railways follow the simplified procedure in regard to LHAP are.

i) Employees who have not completed one year's service and those who are appointed later, 20 days LHAP will be credited on their completing one year's service.

For the period from the date of completion of one year's service to the end of the calendar year in which they complete one year's service, LHAP @ 20 days for 365 days will be credited to the leave account. A fraction of half a day or more is being rounded off to the next

(1) Preparatory leave of retirement.

higher figure and of less than half a day is not taken into account. The figure so calculated, is being credited to the leave account of the staff at the beginning of the next calendar year. Thereafter 20 days LHAP is credited to the leave account of the employee at the beginning of each calendar year.

ii) In case of those who have already completed one year's service - LHAP is being calculated on pro-rata basis in the manner in para (i) above (1) and credited to the leave account of the staff.

According to the above procedure both LAP and LHAP are being credited to the leave account of the employees and are enjoyed in terms of days. But it is noticed in the divisions of R.F.Railway that the workshop employees are eligible to get leave in terms of half days and as such credit of LAP on half day basis is being made in their leave account.

As a rule - the entire LAP, subject to a maximum of 120 days (4 months) can be availed by an employee, if granted by the sanctioning authority. In case of gazetted officer, this limit may be extended up to 180 days, if the leave is spent outside India and adjoining states like Burma, Pakistan, Bangladesh and Nepal. The total limit of LAP cannot be exceeded even after combination of prefix or suffix to holidays falls during this period (2).

(1) ibid
(2) There is no such record in the R.F.Rly.- Personnel branch Maligon - though there is the rule.
LHAP can be availed of 24 months (two years) at one spell - if granted by the proper authority. This limit is also applied in case of leave is taken as LPR (LHAP can be availed on medical grounds as well as other reason subject to sanctioning by the appropriate authority). In the N.F.Railway system - not many a record is there of staff availing LHAP conveniently - unless or otherwise bound to avail this leave for unavoidable circumstances. Most of this leave (LHAP) is commuted by the staff on medical ground. That is, LHAP is converted into half the amount of such on LAP - which is known as 'commuted leave' and is permissible only on medical ground. Commuted leave is granted by the competent authority at the request of the employee, even if he has LAP to his credit. When commuted leave is granted - twice the amount of such leave is debited against the LHAP due at credit. Commutation is permissible only on medical grounds to a limit of 240 days entire service i.e. conversion of 480 days LHAP to 240 days commuted leave (on LAP) on medical ground.

It is also noticed in the N.F.Railway system that, any kind of leave (i.e. LAP, LHAP, commuted leave etc.) under CPC leave rules can be availed of by the employee in combination with or in continuation of any other kind of leave (if granted by the competent authority).
Further, it is noticed that the Railway School employees cannot avail of the LAP as permissible to the general employees of the railway. The contention is that if a school teacher avail of full vacation in a year, no LAP will be admissible to him being duty not performed and earned leave to that period. If, however, a school Teacher does not avail of the full vacation, proportional LAP will be granted to him in respect of that year like other railway servant.

Apart from LAP/LHAP there are other kinds of leave admissible to all railways servants irrespective of whether they are governed by New leave rules or C. & C. leave rules. These are the following:

**Special Disability Leave** is granted to a railway servant (permanent or temporary) who is disabled by injury intentionally inflicted or caused in, or in consequence of the due performance of his official duties/official position. The period of disability leave is granted to a limit of 24 months subject to certification by the authorised Medical Attendant and the period is counted as on duty. This leave may be combined with other leave.

Special disability leave may be granted to a
railway servant who became disabled by injury accidentally caused in the above mentioned circumstances during the course of his duty. The period of absence from duty may be covered in part by leave under this rule or in part by other leave. This leave is generally granted by the General Manager to both gazetted and non-gazetted staff of the railway. In the I.R.Railway, there are a few cases of staff granted this leave who are either undergoing treatment to different Medical Hospital or already resumed being recovered. A report in this respect has to be sent to the Railway Board by the General Manager at the end of each year.

**STUDY LEAVE** is granted to a railway servant (a) with due regard to the exigency of public service to enable him to undergo a special course of study (in or out of India) consisting of higher studies or specialised training in a professional or a technical subject having a direct and close connection with the sphere of his duty. This may also be granted (b) for a course of training or study tour if it is certified to be of definite advantage to Govt. from the point of view of public interest and is related to the sphere of duties of the railway servant. (c) For the purposes of studies connected with the framework or background of public administration and (d) for the studies which are capable of widening the mind of the servant in a manner
likely to improve his abilities, to equip him better to collaborate with those employed in other branches of the public service. As a general rule, study leave is not granted for studies in literary, academic or semi-academic subjects. If such leave is required for study outside, it may be granted by the General Manager with the approval of the Railway Board. Ordinary study leave is not granted to railway servant who has not completed five years service in the Railway.

A noticeable significance is that, the railway servant enjoying study leave has no right to resign his appointment before expiry of 3 years after the end of the study leave. Before the grant of study leave, permanent or temporary railway staff shall have to execute a bond. If he resigns, (otherwise than on medical ground) before expiry of 3 years, double the amount of leave salary, cost of fees (if granted by the President) study allowances etc. shall have to be refunded to the Railway.

Study leave to gazetted officers is granted by the Railway Board provided that the course and institution to be attended, have been recognised by order of the Railway Board. In case of non-gazetted staff, G.M. is competent to grant such leave on the same condition mentioned above.
The period spent on study leave is not counted for earning leave other than LHAP under the C.F.C. leave rules nor it is debited to leave account of the Staff.

Extraordinary leave is granted to the Railway employee in special circumstances when no other leave is admissible. This leave is not debited to the leave account nor leave salary is admissible during such leave. The extraordinary leave may be sanctioned by the authority empowered in such cases, in continuation or in combination with any other leave (excepting casual leave) admissible as per rule and may commute retrospectively periods of absence without leave into extraordinary leave. Extraordinary leave, in case of permanent employees may be granted upto 5 years at a time considering the circumstances. This five years limit is inclusive of all other leave, if any.

Temporary railway employees may also be granted extraordinary leave (a) upto 3 months without producing medical certificate (b) upto 6 months on medical ground of general ailment and (c) upto 18 months on medical certificate for cancer, mental illness, pulmonary T.B. or pluerisy of T.B. origin, Leprosy and T.B. of any part of the body. But, these leave will be granted -- provided the employee have completed atleast one years continuous
service and on medical certificate from sanatorium Incharge, qualified T.B.Specialist, Civil Surgeor, D.H.O. of Rly Hospital, as the case may be. (1)

If a railway employee fails to resume duties on expiry of the maximum period of extraordinary leave admissible, unless the President (as the Chief Executive) in view of exceptional circumstances of the case determines to be deemed to have resigned his appointment. Formalities from the administration is observed by giving prior notice etc. as per rule before such action is taken as the case may be.

Quarantine Leave: means any restriction imposed upon the movement of railway servant in regard to his attendance in official duties. This restriction being imposed in consequence of the presence of infectious disease in the household of the railway servant. The diseases include Small pox, Cholera, plague, typhus fever, diptheria etc. which are declared infectious by the State Govt. within the areas under its administration. Quarantine leave is admissible and granted to staff on the certificate of a Medical or Public Health Officer, for a period of 21 days in general and 30 days in exceptional circumstances. Any leave necessary for quarantine purpose in excess of the above period is treated as ordinary leave and employee on quarantine leave is treated as 'on duty' and his pay is

(1) Rly Board's letter No. E(P&EA)1-76/CPC/LE-3 dt. 1-3-77.
not deducted. But, when a railway servant is himself suffering from an infectious disease, he is not eligible for quarantine leave and the period of absence will be regularised by granting ordinary leave.

Those that joined the railway strike of May 1974 were first punished by the Railway Administration by way of breaking their services and regularised the period as 'Dies Non' at a later stage. Break in services however, affected the services of staff, but subsequently the period has been regularised as 'leave due' and salary for the period was paid to all employees by the next Government i.e. Janata Govt. who came into power in 1976. It is also seen that break in services of a railway staff is treated as 'Dies Non' by the competent authority gives him the continuity—prior to the break with the service after the break for all purposes (unless ordered for special occasion), but the period having not been accounted for any purposes. The period of break in service treated as 'dies non' is regularised as non-existing in the railway servants service career. This period is neither counted as on service nor constituting a break in service permanently.

Maternity leave: is granted to a female railway servant on full pay for a period of 90 (3 months) days from the date of its commencement in all cases.
Maternity leave under this rule is also granted in case of mis-carriage or abortion, if supported by a medical certificate from the authorised Medical attendant. Maternity leave is not debited to the leave account of the female staff concerned.

Any leave (including commuted leave etc.) is granted in continuation of maternity leave without the production of Medical certificate.

'Hospital leave' is granted to railway servants (other than gazetted staff) for medical treatment for injuries sustained on duty. There is no limit to which the grant of this leave is restricted - and though this leave is not debited to leave account, but it is treated as 'Leave' and not 'on duty'.

Railway servants are entitled to 'Casual leave' of stipulated days in a year. Casual leave is not a recorded leave and a railway servant on casual leave is not treated as absent from duty and his salary is not intermitted.

The total amount of casual leave of 17 days in a calendar year is admissible to general employees of M.F.Railway, who are eligible to avail public holidays and workshop paid holidays. Casual leave is limited to 20 days in case of employees who are not allowed to avail the public holidays in general. Gazetted officers
including DMO/AMO's are also eligible for casual leave as general staff of the railways.

Public holidays including Sunday, Second Saturdays and weekly off's may be combined with Casual leave if these fall within the spell of Casual Leave and is not counted as casual leave. Total period of casual leave inclusive of public holidays, closed Saturdays or weekly off days should not exceed 17/20 days in any case. The school staff are also eligible for casual leave similar to that of other railway staff but their vacation period cannot be affixed or prefixed to casual leave. Leave already availed by staff not exceeding 2 days (48 hours) at a time, may be granted as casual leave in lieu. Prior sanction is required for availing more days as casual leave at a spell. Absent from duty for a day or two may be regularised as casual leave on application by the competent authority. It is seen that half day's casual leave is also granted to railway staff and this can be combined with full day casual leave. The lunch interval is taken as the dividing time for grant of half day's casual leave to office staff. In Workshops, where there is a half working day or Saturdays, the period of absence of a workshop employee on a Saturday, is treated as half days casual leave.

Casual leave in no way is carried forward.
to the next year and cannot be combined with any other leave. But, it is observed in the I.F.Railway system that an office staff availed half days casual leave in the forenoon and no casual leave being due to his credit, was granted to combine that half days C.L. with regular leave to cover his absence for the following day on account of sickness or other compelling circumstances as applied. This was regularised as an exception to the general rule by the competent authority.

Mention has to be made about the special concession allowed to N.F.Railway staff, who are eligible for extra leave. All railway servants irrespective of gazetted and non-gazetted - employed on the I.F.Railway, get the following concession (1).

1) 17/20 days casual leave in place of 17/15 days in other Zonal Railways.

2) I.F.Railway staff proceeding on L.A. to or via Calcutta, Lucknow or Patna are granted Non-debitable leave (NDLin short) in addition, once in a year as follows:

a) 2 days to staff with headquarters at Siliguri or at stations west of Siliguri.

b) 4 days to staff with headquarters at stations east of Siliguri but on the north bank of Brahmaputra including Darjeeling-Himalayan sections and at Gauhati.

c) 6 days to the staff with headquarters at
stations to the east of Pandu (Guwahati) (1)

Besides the above concession the employees of
I.R. Railway are allowed one extra set of privilege pass
per year.

SPECIAL CASUAL LEAVE is granted to a railway servant
who are Boy Scouts or Rover Scouts, St. John Ambulance
Brigade etc. for attending camps or rallies. This is
also granted for other causes of special nature, viz.,
for participating in well established athletic contests,
sports tournaments and also for injuries sustained by the
employees concerned as a result of his participation
in Sports activities. For attending meetings with
officers as representatives of recognised Unions and
for appearing as defence counsels in departmental enquiries.
Special casual leave is granted by the authority. There
is a limit of 30 days in a calendar year to this leave,
which is not debitable to leave account. But this limit
may be extended beyond 30 days or upto 90 days by the
General Manager, in case of an employee participating
in sports events or tournaments of National or
International importance. The limits of 30/90 days
special casual leave is applied for ordinary or National/
International events separately and they are not clubbed.

(1) Rly. Board's letter No. E/U/74-SPI-4 dt. 24-1-75 - can
be seen in the Personnel Branch - Maligam.
If, however, further extension to the above limit is anticipated for participating in International events, Railway Board's prior sanction (1) for the excess period is obtained by authority concerned. The work out is:

1. Inter-Railway Sports Meet held at places fixed by any Zonal Railway with the approval of Rly. Board.

2. Inter-Railway volleyball, basketball, table tennis, tennis, badminton, air cricket, football tournaments etc.


4. Inter-Divisional sports events of Zonal Railways including recognised state sports events where Zonal Railway participates as a team etc.

Special Casual leave is also granted to Railway employees for absence due to bundh, curfew or other disturbances. The period of absence spent at out-stations by railway employee, who proceeded on duty or on leave and could not return to the headquarters due to dislocation of train services on account of floods, may also be treated as special casual leave.

Special casual leave upto 14 days is also granted to married female staff who undergone tubectomy operation irrespective of purepral or non-purepral. This leave may be repeated for the second time to a female railway employee, undergoing the operation in the event

(1) As per Railway Board's instruction vide No.E(U)74-3P.1-4 dt. 24-1-75.
of failure of tubectomy. This leave is also admissible to the male railway employee upto six working days, who undergo vasectomy operation. No only, this, male employees are also entitled to avail special casual leave upto 7 (seven) days if their wife undergoes a tubectomy operation for the first time or second time due to failure in first operation.

Additional special casual leave is admissible and granted to railway servant for treatment of post vasectomy and post tubectomy complications, six days and 14 days respectively on production of a certificate from the concerned hospital authorities/authorised medical attendant (1). Special casual leave is also admissible for undergoing operation for recanalization upto 21 days, on production of certificate from concerned hospital authorities. This rule is also applicable to daily rated (casual labour) staff on the railways and projects who are in employments for atleast 3 months continuously and are likely to remain in service for 3 months after the operation. (2)

Compensatory casual leave is granted to a ministerial staff (Class III or Class IV staff) as a compensation for attending office on Sundays, weekly.

1. Rly. Board 's letter No. 77/H/Fw/9/5 dt. 2-2-78 may be seen in P/Branch of I.F.Rly. Hqrs. Office-Maligam.
2. Ibid
off days and other holidays, on which the office is officially closed for the whole day. Particularly, the staff booked for working on Sundays/Holidays by the authority, is compensated by this leave (i.e., C.C.L.).

Compensatory Casual Leave can be enjoyed by the employee within one month from the day, in lieu of which a staff is admissible for such leave, beyond which it lapses automatically as a general rule. This leave can be enjoyed on prior grant by the competent authority, not below the rank of a senior scale officer and availed for not more than 3 days at any time. This leave can be prefixed or suffixed to regular leave, casual leave, sundays and holidays where admissible.

Casual leave, special casual leave availed by the staff are recorded in a separate leave account, maintained by the department/office concerned. In most of the offices of N.F. Railway, separate C.L. Register is maintained to record the casual leave account of the employees.

Regarding compensatory casual leave, no separate register or record is maintained in the N.F. Railway except a few cases, compensatory casual leave is granted on the application and marked in the attendance register on the particular day to be enjoyed as C.C.L. The reason stated by the concerning authority that as it is not a
regular phenomenon to the office concerned, record in the attendance register will serve the purpose. But staff booked on Sundays and/or holidays, has no record of attendance other than the office order, by which they are booked for duty.

In the N.F. Railway system the apprentices (non-gazetted) and probationary staff are granted leave as follows:

(a) Apprentice Mechanics in workshops - 16 days LAP on full stipend and 20 days with half stipend on medical certificate in any year of the Apprenticeship.

(b) Trade Apprentices - 12 days LAP on full stipend and 15 days on half stipend on medical ground in a year.

Leave in both the cases are non-cumulative and are not granted if it interferes with their training. They are occasionally granted extra-ordinary leave (without stipend) under the rules applicable to temporary railway staff by the Head of Department/Deputy Head of Department or by the General Manager as the case may be. The apprentices are entitled to casual leave of 17 days in a calendar year.

Apprentices under training for non-gazetted
posts in all other departments, who are posted to supervisory posts after training, such as Apprentice Train Examiner, Apprentice P.W.I, Store Apprentice etc., are treated like apprentice mechanics for the purpose of leave. Probationary A.S.M., Commercial Clerks and all others, who are trained for employment in Class III posts and are not put on the time-scale during the period of training, are treated as Apprentice Mechanics for the purpose of leave.

As regards leave preparatory to retirement, as a general rule, leave at the credit of a Railway Servant, lapses on the date of compulsory retirement, subject to the following conditions:

(1) If an employee formally applied for leave preparatory to retirement (L.P.R) and has been refused it for

(2) He ascertained in writing from the sanctioning authority that, such leave, if applied would not be granted - being the requirement of public service - the person is granted the amount of leave (to the extent of six months) after the retirement for the aforesaid refusal.

It may be noted that railway employees are
paid cash - equivalent of leave salary, in respect of the period of LAP at their credit, at the time of retirement on superannuation to a limit of 6 (six) months as per rule. This is a recent addition to the Railway leave rules which is appreciable too. This benefit is admissible to railway servant retiring on superannuation on and after 30-9-77, but, is not applied in cases of premature retirement at the instance of the administration or voluntary retirement. Railway servant compulsorily retired as a measure of punishment under disciplinary rule, will not be benefited by this as per rule.

Cash payment under the above - payable on retirement in one lumpsum, will be equal to leave salary as admissible for LAP plus dearness allowance admissible on that leave salary, at the rates in force on the date of retirement. But, no city compensatory allowance and/or house rent allowance are admissible.
In the case of running staff, such as Drivers, guards, Firemen etc. cash payment if made on the basis of pay plus actual amount of running allowance subject to a maximum of 45% of the pay of the employee (1).

Railway staff attaining the age of retirement (on or after 30-9-77) if granted extension of service

(1) Rly. Board's letter No.E(F&A)II-78/RS-30 dt. 3-1-79 can be seen in P/Branch(E)/Rulings Section) of M.F.Rly. Hd.crs.
by the administration, will also be entitled to this benefit on the date of final retirement. This benefit is not admissible to employees availing LPR. Nor it is admissible on refusal of LPR since it has no bearing with LPR.

Again the benefit of leave salary is admissible in case of death of railway servant while on duty. The contention is, if a railway servant (irrespective of Class I to Class IV) including re-employed person, dies while in service, the cash equivalent of the leave salary plus actual DA that the deceased employee would have got, being on LAP, but for death could not - leave credited to his leave account - subject to a maximum of 180 days will be paid to his family.

The benefit of encashment of LAP at the credit on the date of attaining the age of superannuation is allowed to such re-employed pensioners also, whose re-employment came to an end on attaining the age of superannuation after 30-9-77. On the same analogy, the encashment of LAP is allowed to staff retiring voluntarily after 20 years of continuous service in the railway. A staff having been medically incapacitated, is allowed by the administration to draw cash in lieu of LAP due at his credit, not exceeding 180 days at the time of retirement. The Railway staff, who retired after
30 years qualifying service, but before attaining the age of 58 years by giving 3 months notice to Railway administration for retirement, is also entitled to leave salary and allowance in lumpsum for the leave due in his leave account.

As a consequence of the provision for encashment of LAP a question may be raised whether LAP availed of earlier by railway employee could be converted into a leave of any other kind subsequently. After a protracted correspondence on this point, the Railway Board have clarified that a railway servant does not possess any right to insist that leave already sanctioned and availed of should be retrospectively commuted into leave of different kind. It is upto the leave sanctioning authority who is nevertheless competent to commute it retrospectively. (1)

Provision is made to grant leave to temporary railway servants on the termination of their service. Temporary staff whose services are terminated before attaining the age of superannuation on account of retrenchment or on abolition of post, may be granted leave subject to a limit of 180 days due at his credit. Temporary railway servant, who resigns his appointment for reasons of ill-health or for other

1. Rly. Board's letter No.F(E)III/79/LE-1-8 dt. 17-1-89 may be seen in the (Rolling Section) tbr. of Rly. Station, Maligaon.
reasons beyond his control, may also be granted similar terminal leave, if due. But, resignation on other grounds – the sanctioning authority may at his discretion allow half amount of LAP due, subject to a maximum of 90 days. In case of temporary railway staff terminated for serious offence i.e. under Rule 149 RI may also be granted terminal leave to the extent due and admissible to him.

Leave cannot be claimed as right. When the exigencies of the public services require, discretion to refuse or revoke leave of any description is reserved to the authority empowered to grant the leave. However, these provisions are not intended to be used, so as in effect, to abridge the employees leave entitlements. But the nature of the leave due and applied for by a railway servant, cannot be altered at the option of the sanctioning authority.

Thus various kinds of leave are available to the Railway employees. We think the leave conditions are generous and appropriate. Leave was not refused except under compelling circumstances.

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