

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION LIMITED

SECRETARIAT BRANCH

144, Anna Salai, Chennai-2.

Memorandum (Per.) No.13885/A18/A182/2021-2, Dated the 29th June, 2021.

Sub: TANGEDCO – Establishment – Earned Leave on Medical Certificate applied for by certain officers/employees – Avoidance of – Instructions issued – Certain clarifications – Issued.

Ref: Secretariat Branch's Memo No.64685/A18/A182/2017-1, dt.26.12.2017.

On noticing the regular practice of submission of application for sanction of "Earned Leave with Medical Certificate" by certain officers in Class-I service, instructions have been issued to all the Leave Sanctioning Authorities not to entertain such applications in the reference cited. Instances have been brought to the notice that certain officers/employees in Class II, III and IV services are also applying for Earned Leave by enclosing Medical Certificate, construing that the aforementioned instructions are applicable only for the officers in Class I service and not applicable to them. Certain Leave Sanctioning Authorities have sought for clarification as to whether the instructions issued in the Memo first cited, are applicable only to Class I Officers or to all the officials/employees.

2. It has also been brought to the notice that as and when the Unearned Leave on Medical Certificate applied for by the officers / employees, they may be referred to the Medical Board for second opinion. In such cases, the Medical Boards while examining the genuineness of the Medical Leave (Unearned Leave on Medical Certificate) applied for by the officers / employees, recommend to treat a portion of the Leave period as "Other than medical leave" or "Other Medical Leave". Certain Leave Sanctioning Authorities have sought for clarifications on regularization of such leave period.

3. It is appropriate that the recommendation of the Medical Board be accepted and therefore, the said issues have been examined in detail. Hence, it has been decided to issue the following clarifications to all the Leave Sanctioning Authorities:

- (i)** The instructions issued in Memo No.64685/A18/A182/2017-1, dated 26.12.2017 are applicable not only to the officers in Class-I service, but also to all the officers/employees in Class II, III & IV services;
- (ii)** If the Medical Board recommends to treat a portion of leave as "other than medical leave" or "other medical leave", the same shall be regularized as below:

Sl. No.	Recommendation of the Medical Board	Period of leave to be regularized as
1	Other than Medical Leave	Either "Earned Leave"; or "Unearned Leave on Private Affairs" based on the leave available in the individual's account; or "Extra Ordinary Leave without pay and allowances without Medical Certificate". In the event of regularizing the period of leave as Extra Ordinary Leave without pay and allowances without Medical Certificate, the provisions contained in regulation 19 of Tamil Nadu Electricity Board Leave Regulations should be taken into account.

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Sl. No.	Recommendation of the Medical Board	Period of leave to be regularized as
2	Other Medical Leave	<p>Either "Earned Leave under Medical grounds" based on the leave available in the individual's account; or "Extra Ordinary Leave without pay and allowances with Medical Certificate".</p> <p>In the event of regularizing the period of leave as Extra Ordinary Leave without pay and allowances with Medical Certificate, the provisions contained in regulation 19 of Tamil Nadu Electricity Board Leave Regulations should be taken into account.</p>

4. All the Leave Sanctioning Authorities are hereby instructed to follow the above instructions scrupulously.

5. The receipt of this Memo. shall be acknowledged.

**A.MANIKKANNAN,
SECRETARY**

To

All Chief Engineers.
All Chief Financial Controllers, TANGEDCO & TANTRANSCO.
The Chief Internal Audit Officer/Audit Branch.
All Superintending Engineers.

Copy to:

All Deputy Secretaries/Under Secretaries/Secretariat Branch.
All Senior Personnel Officers/Administrative Branch/Chennai-2.
The Assistant Personnel Officer/Tamil Dev. – for publication in the Bulletin (2 copies).

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