



कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
श्रम एवं रोजगार मंत्रालय, भारत सरकार
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA
मुख्य कार्यालय/Head Office
भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली-110066
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Website: www.epfindia.gov.in, www.epfindia.nic.in



संख्या: HRD/1(71)2020/Misc./

471

दिनांक: 22 JUL 2021

सेवा में,

सभी अपर केंद्रीय भविष्य निधि आयुक्त
सभी क्षेत्रीय भविष्य निधि आयुक्त
अपर केंद्रीय भविष्य निधि आयुक्त (स्थानीय प्रशासन)
निदेशक, प.दी.रा.सा.सु.अ. (PDNASS)

विषय: Treatment/regularization of hospitalization/quarantine period .during COVID-19 Pandemic - regarding

महोदय,

Please find enclosed herewith Office Memorandum No.13020/1/2019-Estt. (L) dated 07.06.2021 issued by Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training, on the subject cited above for information and necessary action.

प्रति : सलंगन

अवदीघ,

रश्मि के. संगमा
(शाहिरा के. संगमा)

अपर केंद्रीय भविष्य निधि आयुक्त (एच.आर.डी.)

प्रतिलिपि:

1. - केंद्रीय भविष्य निधि आयुक्त के प्रधान निजी सचिव
2. - सभी EC / CBT सदस्य

3. - वित्तीय सलाहकार एवं मुख्य लेखाधिकारी के प्रधान निजी सचिव
4. - मुख्य सतकर्ता अधिकारी के प्रधान निजी सचिव / सभी उप निदेशक, सतकर्ता
5. - मुख्य अभियंता के निजी सचिव
6. - प्रभारी अधिकारी, सभी आंचलिक प्रशिक्षण संस्थान
7. - सभी आंतरिक लेखा परीक्षा अधिकारी
8. - मुख्यालय के सभी अधिकारी / सभी निजी सचिव / सभी अनुभाग अधिकारी
9. - महासचिव, आल इंडिया ई.पी.एफ. स्टाफ फेडरेशन
- 10.- महासचिव, आल इंडिया ई.पी.एफ.एम्प्लाइज संघ
- 11.- महासचिव, ई.पी.एफ. ऑफिसर्स एसोसिएशन
- 12.- महासचिव, आल इंडिया ई.पी.एफ. एस.सी/एस.टी फेडरेशन
- 13.-क्षे.भ.नि.आ. (एन.डी.सी.) वेबसाइट पर अपलोड करने हेतु
- 14.- गार्ड फाइल
- 15.- हिन्दी अनुभाग

शश के संगमा
(शाहिरा के. संगमा)

अपर केंद्रीय भविष्य निधि आयुक्त (एच.आर.डी.)

No.13020/1/2019-Estt.(L)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training
(Leave & Allowance Division)

Old JNU Campus, New Delhi
Dated the 7th June 2021

OFFICE MEMORANDUM

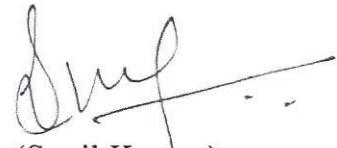
Subject- Treatment/regularization of hospitalization/quarantine period during COVID-19 Pandemic - regarding.

This Department has been receiving several references/queries requesting for clarification relating to treatment of the hospitalization/quarantine period during the COVID-19 pandemic. The matter has been considered, and keeping in view the hardships faced by the Government servants, it has been decided to treat the period of absence, in relaxation of CCS (Leave) Rules, 1972, as under:-

Sl. No.	Situation	Treatment of period of absence
(1)	When the Government servant himself is COVID Positive and is in home isolation/quarantine .	(i) Shall be granted Commuted Leave up to 20 days, if due and admissible, without Medical Certificate, on mere production of his COVID positive report. (ii) If Commuted Leave is not available, he shall be granted Special Casual Leave (SCL) for 15 days, followed by Earned Leave (EL) or Half Pay Leave (HPL) of 5 days and, in case of EL/HPL is also not available, he shall be given Extra Ordinary Leave (EOL) without insisting on production of Medical Certificate, and the period shall also be counted for qualifying service.
(2)	When the Government servant himself is COVID positive, and is in home isolation and has also been hospitalized.	(i) Shall be granted Commuted Leave/SCL/EL for a period up to 20 days starting from the time having tested COVID positive, if the period of home quarantine/discharge from hospital falls within 20 days, as per Sl.No.1 above. (ii) In case of hospitalization beyond the 20 th day from his testing COVID positive, he shall be granted Commuted leave, on production of documentary proof of hospitalization. (iii) If, however, after discharge from the hospital, the Government servant is required to remain at home for post-COVID recovery, he may be granted leave of any kind due and admissible to him, with the approval of the concerned Competent Authority, as per the CCS (Leave) Rules, 1972. It is only when the Commuted Leave is not available to the credit of the Government servant that SCL of 15 days or EL or EOL shall be considered.
(3)	When a dependent family member of Government servant is COVID-positive or parents,	(i) Shall be granted SCL of 15 days on production of COVID-positive report of dependent family member/parents. (ii) In case of active hospitalization of any of the family member/parents even after 15 days of the expiry of SCL, the

	whether dependent or not, living with him are COVID positive.	Government Servant may be granted leave of any kind due and admissible beyond 15 days of SCL till their discharge from hospital. After discharge from the hospital of dependent family member/parents, if the Government servant wishes to avail further leave, he shall be considered for the leave due and admissible as per the CCS (Leave) Rules, 1972, subject to functional requirements and sanction of leave by the Competent Authority. The Competent Authority is advised to take a liberal view in such cases and its decision in the matter shall be final.
(4)	When the Government Servant comes into direct contact with a COVID-positive person and remains in Home Quarantine.	He shall be treated as on duty/Work from Home for a period of seven days. For any period beyond that, his attendance shall be regulated as per the instructions given by the Ministry/Department/Office concerned, where he is working.
(5)	The period of Quarantine spent by Government servant, as a precautionary measure, residing in the Containment Zone.	He shall be treated as on duty/Work from Home till the Containment Zone is de-notified.

2. These orders shall be applicable w.e.f. 25.03.2020 and shall continue until further orders. The past cases, wherever settled, shall be re-opened if the same is beneficial to the Government servant, and where he makes a request in writing for review.


(Sunil Kumar)

Under Secretary to the Government of India

To

1. All the Ministries/Departments of Government of India
2. PMO/Cabinet Secretariat
3. PS to MoS(PP)
4. PSO to Secretary (Personnel)
5. Sr. Technical Director, NIC, DoPT – with a request for uploading on the website of this Department.