

CIRCULAR No. 210

SUBJECT- Circular regarding exhausting of casual leave by Staff member of the Charity Organisation.

Attention is invited to a Circular No.196 dated 5th January 1976 of all the members of the staff in Charity Commissioner's Office. In spite of the issue of this circular it is noticed during the calendar year 1976 that many members of the staff exhausted all the Casual leaves even before the calendar year entered its second half or immediately within a month or two thereafter. This automatically led them to apply for earned leave, commuted leave etc., even for a short period of a day or two.

The contents of the Circular dated 5th January 1976 are once again brought to the notice of the staff members. They should note that the casual leave is meant for emergent and unavoidable circumstance only and should not be filtered away. No application for earned leave of a short duration will be entertained in the latter part of the year if it is found that the casual leave has been exhausted.

V.G. NIRGUDE,
Charity Commissioner,
Maharashtra State,
Bombay

Dated : 11th January 1977
