

IT Department

Inward / Dispatch

Diary No.: 168

Date: 12/03/2020

**INDRAPRASTHA POWER GENERATION COMPANY LIMITED &
PRAGATI POWER CORPORATION LIMITED
(HR DEPARTMENT)**

(Regd. Office: Himadri, Rajghat Power House Office Complex, New Delhi – 110 002)

Corporate Identity Number (CIN) – U40103DL2001SGC111530

Website: www.ipgcl-ppcl.gov.in

No.F.47/Policy/2019-20/ 36

Dated: 9th March, 2020

OFFICE ORDER

With the approval of competent authority, the guidelines regarding amendments / modifications relating to Child Care Leave Office issued by Department of Personnel & Training (DoPT), Ministry of Personnel, Govt. of India Memorandums dated 3.4.2018 and 30.8.2019 are implemented for the employees of IPGCL / PPCL. The brief in the same is given below:

- i) An employee on CCL may be permitted to leave headquarters with the prior approval of appropriate competent authority.
- ii) LTC may be availed while an employee on CCL.
- iii) An employee on CCL may proceed on foreign travel provided clearance from appropriate competent authority is taken in advance.
- iv) CCL may be granted at 100% of the leave salary for the first 365 days and 80% of the leave salary of the next 365 days.
- v) CCL may be extended to single male parent who may include unmarried or widower or divorcee employee.
- vi) For single female government servants, the CCL may be granted for 06 spells in a calendar year. However, for other eligible government servants, it will continue to be granted for a maximum of 03 spells in a calendar year.

Any further amendments being issued by DoPT, Govt. of India from time to time will also be applicable in IPGCL / PPCL in toto.


(Anil Taneja)
Dy. Manager (HR)
Policy

Copy for information to:

1. ES to MD
2. Sr. PS / PS to all Directors
3. Sr. PS / PS to Executive Directors / CVO
4. Sr. PS / PS to all GMs / CMO
5. Sr. Manager (IT): For uploading the same in Company Website
[CCL amended guidelines].
6. Notice Board

Sr. Pradeep Choudhary


12/3/2020