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UNIVERSITY OF JAMMU

CIRCULAR

Statute 7 mentioned at page 365, Volume - I regarding Earned Leave in the University Calendar which reads as under is being circulated for the information of all the faculty members of University of Jammu:

7. Earned Leave:

(1) *Earned leave admissible to a teacher shall be:-*

(a) *1/30th of actual service including vacation-plus;*

(b) *1/3rd of the period, if any, during which he is required to perform duty during vacation;*

Provided that where leave is also earned in a year under clause (b), the period of vacation during which duty is performed shall be excluded from the computation of the period of actual service for the purpose of clause (a) and the total of leave earned under clause (a) as well as clause (b) in that year shall not exceed 30 days.

Note: Except as provided in the proviso to the above Regulation all periods of leave except casual, special casual and duty leave shall be excluded for the purposes of computation of actual service.

(2) *Earned Leave at the credit of a teacher shall not accumulate beyond 120 days. The maximum earned leave that may be sanctioned at a time shall not exceed 90 days. Earned leave exceeding 90 days, however, be sanctioned for purpose of prosecution of higher study or training or on grounds of sickness supported by a medical certificate or when the entire leave or a portion thereof is spent outside India.*

Note:

1. When a teacher combines vacation with earned leave the total period of absence on vacation and leave so combined shall not exceed 120 days.

2. In case where only a portion of the leave is spent outside India, the grant of leave in excess of 90 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 90 days.

Faculty members who intend to avail the benefit of above statute, may send the requisite information duly authenticated by the concerned HOD to the Deputy Registrar (Adm/TW), so that their leave record be updated accordingly.


REGISTRAR

No: Adm/TW/2023/1887

Dated: 03/08/2023

Copy to: -

1. Spl. Secretary to the Vice-Chancellor, University of Jammu for the kind information of the Vice-Chancellor.
2. Sr. P.A. to the Registrar for the information of the Registrar.
3. President JUTA.
4. ✓/c University Website.