



HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD

Regd. Under the Haryana Registration and Regulation of Societies Act, 2012)

Shiksha Sadan, 3rd & 4th Floor, Sector-5, Panchkula-134109

0172-2590505, 2586026(F) | E-mail: admnssharyana2022@gmail.com | Website: www.hssp



ORDER

To be substituted the office letter bearing the same office no. & date

Sanction is hereby accorded to all the Work Education Instructors for grant of Casual leave and Earned leave as per Haryana Govt. norms with effect from 05.04.2023.

Detail of grant of casual leave & Earned leave is as under:

Sr. No.	During a Calendar year	Male	Female
1.	Upto 10 years of service	10 Days in a year (Casual leave)	20 days in a year (Casual leave)
2.	After 10 years but less than 20 years' service	15 Days in a year (Casual leave)	
3.	After 20 Years' service	20 Days in a year (Casual leave)	
The casual leave account shall be maintained annually from the 1st of January to 31st December.			
4.	Earned leave	10 Days in a year	10 Days in a year

Note: The record of above said leaves for all the Work Education Instructors will be maintained at concerned DPC / Field level.

Dated : 05.04.2023

Place : Panchkula

**Anshaj Singh, IAS
State Project Director**

Endst. No. Admn./SS/2023/595-648

Dated- 13.04.2023

A copy of the above is forwarded to the following for further information and necessary action :-

1. All the District Project Coordinator, SS, Haryana.
2. All the BEEO-cum-BRC, SS, Haryana

**Associate Consultant (Admn)
HSSPP, Panchkula**

