

**Important Circular**

No. AN/IV/Medical Leave  
O/o the PCDA (SC)  
No.1, Finance Road  
Pune - 411001

Date: 10.07.2017

To

The Officers i/c  
Sections of Main Office,  
All the Sub Offices

Sub: Grant of Commuted leave on Medical Grounds - Reg.

Ref: This office Important Circular of even No., dated 08.12.2016

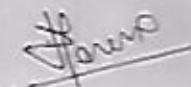
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Of late, it has been observed that there is a trend of submitting Medical sickness/fitness certificates issued by Private practitioners (i.e. other than respective CGHS Doctors/AMAs/ Doctors of Government Hospitals) by Gazetted & Non Gazetted employees while applying for Commuted Leave on Medical grounds, which is against to the provisions of Leave Rules. In majority cases, justification is found given stating the reason of falling sick in the late evenings.

In this connection, it has been decided that certificates issued by Private Practitioners (i.e. other than respective CGHS Doctors/AMAs) will be accepted for the first day of absence due to sickness, in the case of Commuted Leave on Medical grounds. Cases where sickness is beyond one day, sickness/fitness certificates issued by respective CGHS Doctors/AMAs/Doctors of Government Hospitals are required to be submitted to Competent Authority invariably, while applying for Commuted Leave/EOL on Medical grounds.

Contents of this circular may be noted by all the concerned for strict compliance. Also Officers delegated with powers of recommending/sanctioning the leave may not consider the leave applications submitted by their subordinates, which do not fulfill the above mentioned requirement.

(GOCAN) has seen.

  
(M.M. Ingalgaonkar)  
Senior Accounts Officer (AN)