

No. 25013/3/2003 -Estt. (A)
Government of India
Ministry of Personnel, P.G. & Pensions
(Department of Personnel & Training)

New Delhi, dated the 17th June, 2003

OFFICE MEMORANDUM

Subject:- Scheme of Voluntary Retirement for Central Government employees.

Attention of all Ministries/Departments is invited to the provisions contained para 3(xiii) of Department of Personnel & Training O.M. No. 25013/7/77-Estt.(A) dated 26.8.1977 and clarifications contained in O.M. No. 25013/10/85-Estt.(A) dated 5.7.1985 on the above subject. It has been laid down in the Office Memoranda referred to above, that a Government servant giving notice of voluntary retirement may also apply, before the expiry of the notice, for the leave standing to his credit which may be granted to him to run concurrently with the notice period except in the case of Extra-ordinary Leave as such leave whether on medical ground or on private affairs can not be termed as leave standing to the credit of a Government servant. The matter has been reviewed and it has been decided to modify the provisions contained in para 3 (xiii) of O.M. No. 25013/7/1977-Estt.(A) dated 26.8.1977 and O.M. No. 25013/10/85-Estt.(A) dated 5.7.1985 as follows:-

Para 3(xiii) A Government servant giving notice of voluntary retirement may also apply, before the expiry of the notice, for the leave standing to his credit which may be granted to him to run concurrently with the period of notice. Extra-ordinary leave is not termed as leave standing to his credit and therefore, it cannot run concurrently with the period of notice given by him for seeking voluntary retirement. In case, a Government servant applies for voluntary retirement while already on extra-ordinary leave other than on medical ground, the notice period need not be insisted upon and his request may be accepted with immediate effect provided he is clear from vigilance angle. However, if a Government servant while already on extra-ordinary leave on medical ground, applies for voluntary retirement, the notice period, if any, given may be accepted and he may be allowed to retire after the expiry of the notice period subject to vigilance clearance.

2. In so far as persons serving in the Indian Audit and Accounts department are concerned, these orders issue in consultation with the Comptroller and Auditor General of India.

V. A. Pillai

(V.A. PILLAI)
Under Secretary to the Government of India

To

All Ministries/Departments of the Govt. of India with usual number of spare copies.