

Note

No. HQ/HR/Policy/RTI

Dated : 29.10.2024

RTI-1051

Name of the Applicant- Jatin Goyal		
S.No.	Information Sought	Reply
1.	Please provide copies of any DoPT guidelines, or circulars that detail the procedure for adjusting the shortfall in the notice period (in case of resignation) with the available leave balances, such as Earned Leave or Leave at Credit, in Central Government services and Public Sector Undertaking (PSUs).	DoPT guidelines may be referred on DoPT website.
2.	If available, kindly furnish the specific DoPT guidelines of policy documents that clarify the application of this rule for Public Sector Undertaking (PSUs) like DFCCIL, as well as the procedural requirements, if any.	
3.	If any restrictions or prohibitions exist within the DoPT guidelines, policies, or circulars on adjusting the notice period shortfall against leave balances, please provide copies of such orders or circulars that restrict such adjustments.	
4.	Please provide any documented precedents or cases handled by DoPT where the shortfall in notice periods was adjusted with available leave balances in Central Government services or PSUs. If no documented precedents exist, a confirmation to that effect would be appreciated.	

Ref: No. 2022/HQ/Admin/RTI-1051

AGM/HR

GGM/HR/R&P

AGM/Admin(CPIO)

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29/10/24

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29/10/24
DGM/HR