



डेडीकेटेड फ्रेट कोरीडोर

डेडीकेटेड फ्रेट कोरीडोर कॉर्पोरेशन ऑफ इंडिया लि.

भारत सरकार (रेल मंत्रालय) का उपक्रम

Dedicated Freight Corridor Corporation of India Limited

A Govt. of India (Ministry of Railways) Enterprise

No. 2020/HQ/Admin/RTI-495

New Delhi: 08.07.2020

Sh. Prasanta Biswas
WB

Subject: Providing information w.r.t. Original Application received under the RTI Act.2005.

Reference: Your RTI Application dated 24.06.2020 received through DOPT.

Information as obtained from the concerned record holding office is attached.

Hope the above information is complete and satisfactory. If not, then you can appeal within 30 days of receipt of the letter to the 1st Appellate Authority whose name and address is as under;

Ms. R. P. Chhibber
GM/Administration DFCCIL,
5th Floor, Supreme Court Metro Station Building,
Pragati Maidan, New Delhi-110001.


08.07.2020

(S.K. Roy)
Dy. G.M/Admn.(PIO)
E-mail: skroy@dfcc.co.in
011-23454707

DA: 04 sheets

Note

No. HQ/HR/3/Policy/RTI

Dated: 30.06.2020

Name of the Applicant - Sh. Prasanta Biswas, Kolkata		
Specific details of required information to be given		
SNo	Query	Reply
1	Can employee avail Special Casual Leave for home quarantine. Kindly forward suitable instructions regarding the context along with necessary circulars, orders, instructions, guideline issued by DFCCIL or appropriate authority accordingly.	Guidelines on Special Casual Leave are enclosed for information.

Ref: No. 2020/HQ/Admin/RTI-495


Manager/HR

DGM/PIO



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Dedicated Freight Corridor Corporation of India Limited
(भारत सरकार का उपक्रम)
(A Govt. of India Enterprises)

HQ-HR0COPO/1/2020-HR-COORD AND POLICY /159

Dated: 24.06.2020

OFFICE ORDER NO 383 /2020

Sub: Provision of Special Casual Leave

BoD has approved through circulation, the proposal of provision of Special Casual Leave for DFCCIL employees as indicated below -

1. Provisions of Special Casual Leave

- i. Special Casual Leave will be admissible to employees of DFCCIL to cover their absence from duty. It may also be granted to those engaged on contract basis.
- ii. It is not a recognized leave or is subject to any rule under leave rules applicable to DFCCIL employees.
- iii. Full pay will be admissible during the period when the employee is on special casual leave.
- iv. Special casual leave can be combined with regular leave or casual leave, but not with both.
- v. Special Casual Leave will be granted to DFCCIL employees to cover their absence from duty on following occasions -

(a) Absence due to bandh/curfew and other disturbances

Special Casual Leave may be granted subject to the Competent Authority being satisfied that the absence is due to the reasons beyond their control in following cases -

- i. In case of failure of transport facilities.
- ii. In case of picketing or disturbances or curfew
- iii. Disorganization of train services either on account of train accidents or floods.
- iv. In case of employees who proceed on leave but are unable to return to place of duty owing to dislocation of train services or floods.

Amtd... 2/-

In both these cases (item iii & iv), special casual leave will be permissible when no other mode of transport could have been availed of to reach place of duty.

(b) Sporting and cultural events-

- i. For participation in sporting and cultural events organized by DFCCIL.
- ii. For participation in state/national/international sporting events (including Training camps) conducted by Government/ recognized Federations/ Associations.
- iii. Participation in cultural events of national importance.
- iv. Participation in mountaineering/ trekking expeditions recognized by Indian Mountaineering Federation or Youth Hostel Association of India.

For participation in these events, maximum of 30 days in a calendar year will be admissible.

(c) Miscellaneous purposes -

- i. Voluntary blood donation organized at DFCCIL office/Railways

DFCCIL employees volunteering to donate blood at camps organized at DFCCIL office may be granted one day Special Casual Leave if blood is donated on a working day.

- ii. For appearing as Defense Counsel in Departmental enquires.

2. Sanctioning Authority

Concerned GGM/GM in Corporate Office and CGM/ GM(Co-ordination) in field units will be sanctioning authority for Special Casual Leave for employees' up to the level of E-5 (up to DGM/PM level). For employees at E-6 and above level (JGM/Dy CPM and above), Director concerned will be the sanctioning authority.

3. Date of effect

The above provision of grant of special casual leave shall come into effect from the date of issue of these guidelines.

Wtd. 21-

4. Amendments and Interpretations

In case of any doubt or dispute regarding interpretation of these Rules, the decision of Managing Director shall be final. He/She may also relax, delete, modify and revise any of the provisions of these rules as required from time to time.

The above guidelines shall be suitably incorporated in Chapter XI, Leave Rules of HR Manual.



(S.K Panda)
JGM/HR

Copy for information to -

1. Secy to MD, for kind information of MD
2. Director/Finance, Director/OP&BD, Director/PP, CVO
3. ED/EDFC, ED/WDFC
4. All GGMs/GMs/CGMs/GM-Coordination - for information of all employees
5. Manager/IT - For placing the order on intranet