

Government of West Bengal
Directorate of School Education
BikashBhavan, 7th Floor , Salt Lake City
Kolkata -700 091

Memo No. 862-1/42-Sc/P
4A-60P-2005(Pt.-I)

Dated: 11/09/2015

From : The Dy. Director of School Education (R/P)
West Bengal.


To : (1) Chairperson , District Primary School Council -----All
(2) District Inspector of Schools (PE), ----- All

Sub : Extension of benefit of the Child Care Leave for a maximum period of 2(two) Years i.e. 730 days to the regular female teaching and non teaching employees of Government Sponsored / Non Government aided Schools , Boards , District Primary Schools Councils, School Service Commission etc.

In enclosing a photocopy of memo no. 5560-F(P) dated 17.07.2015 issued by the o.s.d. & e.o. Joint Secretary ,Finance (Audit) Department, West Bengal and no. 620/SE(EE) /2L-5/15 dated 29.07.2015 of the O.S.D. & Ex- Officio Special Secretary , School Education Department , West Bengal regarding extension of benefit of the Child Care Leave for a maximum period of 2(two) years i.e. 730 days to the regular female teaching and non teaching employees of Government Sponsored / Non Government aided Schools , Boards , District Primary Schools Councils, School Service Commission as well as to the regular female employees of Panchayat Raj and other Local Bodies , Undertakings , Corporations , Statutory Bodies , the undersigned is directed to state that the benefit of the Child Care Leave(CCL) may be extended to the incumbent under your administrative control following the Guidelines contain in the said memo.

Necessary amendments in the relevant Leave Rules will be made in due course .

Encl: As stated above .


11/9/15
Dy. Director of School Education (R/P)
West Bengal.

P.S. Kundu
A. Pratik
28/7/15

Government of West Bengal
School Education Department
Elementary Education Branch
Bikash Bhavan, Salt Lake,
Kolkata – 91.

No. 620/SE(E)/2L-5/15.

Dated, the 29th July, 2015.

From : Shri T.K. Adhikari, O.S.D & Ex-Officio
Special Secretary to the Govt. of West Bengal.

To : The Commissioner of School Education, West Bengal,
Bikash Bhavan, 7th floor, Salt Lake, Kol-91.

Sub : Extension of benefit of the CHILD CARE LEAVE for a period of 2(two) years i.e. 730
Days to the regular female teaching and non-teaching employees of Government
Sponsored/Non-Govt. aid schools, Boards, DPSCs, SSC etc.

In enclosing herewith a copy of Memorandum No. 5560-F(P), dated
17.07.2015 of Finance(Audit) Department regarding the subject mentioned above,
the undersigned is directed to request him to take necessary action for circulation in
this respect.

Enclosure :As stated.

[Signature]
29/7/15

O.S.D & Ex-Officio Special Secretary.

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546/SE/15
22/7/15

Diary No. EE/27
23/7/15

Government of West Bengal
Finance (Audit) Department
'Nabanna',
Howrah-711 102

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No.5560-F(P)

Dated, the 17th July, 2015.

MEMORANDUM

SO (EE)
QMD

The matter regarding extension of benefit of the Child Care Leave for a maximum period of 2 (two) years i.e. 730 days to the regular female teaching and non-teaching employees of Government sponsored/Non-Govt. aided Schools, Boards, District Primary School Councils, School Service Commission as well as to the regular female employees of Panchayat Raj and other Local Bodies, Undertakings, Corporations, Statutory Bodies was under active consideration of the State Government.

Now after careful consideration, the Governor is hereby pleased to decide to extend the said benefit to the regular female employees of the educational institutions, establishments, organizations, entities etc. as mentioned above subject to the following conditions -

- i) The same will be admissible during the entire period of service for taking care of upto 2 (two) children upto 18 years of their age whether for rearing or to look after any of their needs like examination, sickness etc.
- ii) During the period of such leave, the female employees shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.
- iii) It may not be granted in more than 3 (three) spells in a calendar year.
- iv) It may not be granted for less than 15 days in a spell.
- v) Child Care Leave shall not be debited against the leave account.
- vi) It may be combined with leave of the kind due and admissible.
- vii) Child Care Leave should not ordinarily be granted during the probation period except in case of certain extreme situations where the leave sanctioning authority is fully satisfied about the need of Child Care Leave to the probationer. It may also be ensured that the period for which such leave is sanctioned during probation is minimal.
- viii) Other terms and conditions as applicable to sanctioning Earned Leave shall be applicable in the matter of sanctioning Child Care Leave.
- ix) An account for the purpose shall have to be maintained under proper attestation by the leave sanctioning authority.

2. This order shall take effect from 1st August, 2015.

3. Necessary amendments in the relevant rules or regulations or bye-laws as applicable may be made by the concerned administrative department in due course.

Sd/- A. K. Das
O.S.D. & E.O. Joint Secretary to the
Government of West Bengal

No 5560/1(500)-F(P)

Dated, the 17th July, 2015.

Copy forwarded for information to and necessary action to :

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata - 700 001.
2. The Additional Chief Secretary/Principal Secretary/Secretary,-----
Department, Government of West Bengal
3. The Divisional Commissioner.....Division.
4. The District Magistrate/Judge,
5. The Sub-Divisional Officer.....
6. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kol-12.
7. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-I, Hyde Lane, Kolkata-700073
8. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, I.B. Market, Salt Lake, Kolkata-106
9. The Treasury Officer.....
10. O.S.D & Ex-Officio Joint Secretary & System Analyst for uploading in the website.

Q.7
17/7/15
O.S.D. & E.O. Joint Secretary to the
Government of West Bengal