Memorandum

Subject: - Entitlement of leave to staff appointed on contract basis under State AYUSH Mission, Tripura.

The undersigned is directed to convey the decision of the Government in respect of leave entitlements to all staff appointed on contract basis under State AYUSH Mission, Tripura (SAMT) which shall be admissible as under:

I. 12 (twelve) days Casual Leave in a calendar year.

II. 10 (Ten) days Medical Leave in a calendar year on medical ground with full remuneration. Medical leave will be carried forward to subsequent years up to the engagement period.

III. 30 (Thirty) days Special Leave in a completed calendar year (at the rate of 2 1/2 days for each completed calendar month) subject to the following:

a. The Leave Account will be credited with Special Leave in advance in two installments (i.e. 15 days in each case of two full half years) 1st day of January and July in every calendar year.

b. The unutilized Special Leave at the credit of any contractual staff on closure of the previous half year shall be carried forward to the next half year subject to the condition that the accumulated leave will not exceed 300 days in entire tenure of engagement.

c. No staff will be entitled to avail the benefit of leave encashment in lieu of the un-utilized Special leave accumulated / at the credit of staff in case of resignation, discontinuation, death or cessation of the State AYUSH Mission, Tripura.

IV. 180 (One hundred eighty) days Maternity leave will be admissible to the female staff provided that such leave shall not be admissible for more than 2 (two) occasions. During such leave she shall be paid full rate of normal emoluments as drawn before her proceeding on leave.

V. 7 (seven) days Paternity leave with last remuneration drawn will be admissible to male staff provided that such leave shall not be admissible for more than 2 (two) occasions, only in case of delivery of his wife with in the period of 6 (six) months from the date of delivery.

VI. Maternity or Paternity Leave will not be debited to leave accounts.

2. The above benefits of leave will take effect from respective date of joining of the staffs appointed under State AYUSH Mission, Tripura (SAMT). The staffs under 50 bedded Integrated AYUSH Hospital, Kailashahar, Unakoti Tripura are allowed to continue their Annual Record Book (in the shape of Service Book) effective from 1st January 2015 as per memorandum issued Vide No.F.1 (88) AYUSH/DHS/2010 (S-V) dated, 19-01-2015. Henceforth, rules & regulation of leaves mentioned in this memorandum shall be followed & the memorandum issued Vide No.F.1 (88) AYUSH/DHS/2010 (S-V) dated; 19-01-2015 shall stand cancelled.

The leave account should be maintained in the Annual Record Book individually from date of joining of the staffs by the respective Head of Office with immediate effect.

3. This is issued as per approval of the Government Vide. U.O.NO. 845 -Secy (HFW)/ __________, dated, 28/03/2018.

By Order of the Governor,

Sd/-
Secretary,
Health & Family Welfare Department
Govt. of Tripura
Government of Tripura  
State AYUSH Mission, Tripura (SAMT)  
AYUSH CELL, 1st Floor of Directorate of Health Services  
Pt. Nehru Complex, Gurkhabasti, Agartala, West Tripura – 799006

F.NO.1 (37) – SAMT/DHS/2018  
Dated, Agartala, the 05/04/2018

Copy to:

1. The Ex-Officio Addl. Secretary & Director of Health Services, Government of Tripura for kind information.
3. The Mission Director, NHM & Member Secretary, SAMT for kind information.
4. The Member Secretary, State Health & Family Welfare Society, NHM, Tripura for information.
5. The Branch Officer (AYUSH)/ (Homoeo), Directorate of Health Services, Government of Tripura for information.
6. The Head of Office, O/o the State Homoeopath, P.N. Complex, Gurkhabasti, Agartala, West Tripura for information.
7. The Head of Office, State Ayurvedic Hospital, Paradise Chowmuhani, Agartala, West Tripura for information.
8. The Chief Medical Officer (s) __________________________ for information.
9. The Deputy Drug Controller, Govt. of Tripura, P.N. Complex, Gurkhabasti, Agartala, West Tripura for information.
10. The Medical Superintendent, Unakoti District Hospital, Kailashahar, Unakoti Tripura for kind information (50 bedded Integrated AYUSH Hospital at RGM Hospital complex, Kailashahar).
11. The Medical Officer In-Charge, N.S. State Homoeopathic Hospital, Sadhutilla, Agartala, West Tripura for information.
12. The Medical Officer In-Charge, 50 bedded Integrated AYUSH Hospital at RGM Hospital, Kailashahar, Unakoti Tripura for kind information.
13. __________________________ for information.
14. The Website Section of State Health & Family Welfare Society, NHM, Tripura for uploading the same in the NHM website.
15. The Establishment Section of State Health & Family Welfare Society, NHM, Tripura for information.

Copy also forwarded for kind information to:-

1. The PS to the Hon’ble Minister, Health & Family Welfare Department, Government of Tripura.
2. The PS to the Secretary, Health & Family Welfare Department, Government of Tripura.
3. The District Magistrate & Collector __________________________ Govt. of Tripura.

Joint Secretary to the Government of Tripura