



**प्रेषक / From :**

संयुक्त सचिव (प्रशासन)  
Joint Secretary (Admn.)

**सेवा में / To :**

सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान  
The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

**महोदय/Sir / महोदया/Madam,**

मुझे भारत सरकार द्वारा जारी की गई निम्नलिखित कार्यालय ज्ञापन को आपकी जानकारी, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने का निदेश हुआ है।

I am directed to forward herewith the following Office Memorandum issued by the Government of India for your information, guidance and compliance.

Sl. No.	Office Memorandum No.	Subject
1.	MoP, PG&P, Department of Personnel & Training OM No. 13018/6/2013-Estt(L) dated 03.04.2018(F/A)	Child Care Leave (CCLs) – Clarification Reg.

भवदीय/Yours faithfully

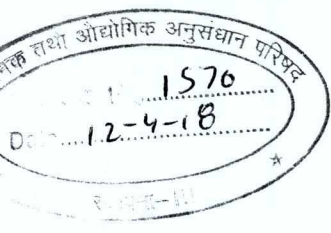
*विनोद कुमार*

(विनोद कुमार/ Vinod Kumar)  
अवर सचिव (नीति प्रभाग)/ US(PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) आई.टी. प्रभाग प्रमुख वेबसाइट और पॉलिसी रिपॉजिटरी पर इस परिपत्र को उपलब्ध कराने के अनुरोध के साथ / Head, IT Division with the request to make this Circular available on the website & Policy Repository.
- 2) कार्यालय प्रति/Office copy.



No. 13018/6/2013-Estt(L)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
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Old JNU Campus, New Delhi 110 067  
Dated: 3<sup>rd</sup> April, 2018

**OFFICE MEMORANDUM**


**Subject: Child Care Leave (CCL) – Clarification Reg.**

The undersigned is directed to refer to DoPT's O.M. No. 21011/08/2013- Estt.(AL), dated 25.03.2013 and to say that references have been received with regard to leaving Head Quarters/Station while on CCL and availing LTC during CCL.

2. In this regard, it is has now been decided that:

- (i) An employee on CCL may be permitted to leave headquarters with the prior approval of appropriate competent authority.
- (ii) LTC may be availed while an employee is on CCL.
- (iii) An employee on CCL may proceed on foreign travel provided clearances from appropriate competent authorities are taken in advance.

3. Hindi version will follow.

  
(Sandeep Saxena)  
Under Secretary to the Government of India

To  
All the Ministries/Departments of the Government of India  
(As per standard list)