

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
अनुसंधान भवन, 2 रफी मार्ग, नई दिल्ली-110001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001



CIRCULAR No. 421

No. 5-1(53)/2008-PD

Dated 20th August, 2008

From

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

Handwritten signature and date: 20/8/08

To,

The Director/Heads of all
National Labs./Instts of CSIR

Sub: **Maternity/Paternity leave to Project Assistants.**

Sir,

I am directed to state that the matter to grant maternity leave to Project Assistants has been considered in consultation with Head, RDPD and TNBD and DG, CSIR has been pleased to approve the following benefits to Project Assistants engaged under any Scheme/Project:-

1. A female Project Assistant having less than two children on production of medical certificate, may be granted maternity leave by an authority competent to grant leave for a period upto 135 days from the date of its commencement. During the period she shall be entitled for full stipend equal to the stipend drawn by her immediately before proceeding on leave. The stipend for leave period will be paid after the fellow resumes duty and submits a medical certificate in support of actual confinement. The Project Assistant is expected to complete the assigned task during the remaining period of her tenure.
2. A male Project Assistant having less than two children may be granted 15 days paternity leave during the confinement of his wife for child birth i.e. upto 15 days before or after the date of delivery of the child. Such leave shall be sanctioned by the project leader on submission of relevant documentary proof.
3. Project Assistants will be permitted to avail leave as per the existing rule. However, in extra-ordinary circumstances the Project Leader and/or Director of the Laboratory may provide relaxation in the rules considering the exigency on case to case basis. Project Assistants will be covered under Group Medical Insurance Scheme offered by insurance companies and the expenditure debited to respective project. In addition, dispensary facilities wherever available shall be available to them,
4. Married women Project Assistants shall be permitted flexible timings and also be allowed part time employment say for four hours a day with corresponding 50% of stipend. This has to be considered on case to case basis by the Laboratories/Institutes.

The aforesaid benefits will be applicable from the date of issue of these instructions.

It is requested that the above decision may kindly be brought to the notice of all concerned in your Lab./Instt. for information, compliance and necessary action.

Yours faithfully,

Handwritten signature of Sushil Kumar
20/8/08
(Sushil Kumar)

Sr. Deputy Secretary

Contd...2/p.

Copy to:

1. Sr. COA/COA/AO of all Labs/Instts.
2. Sr. Dy. FA/Dy. FA/Sr. F&AO/F&AO of all Labs./Instts.
3. PS to DG, CSIR
4. US & PPS to JS (Admin.)
5. PS to FA, CSIR
6. P.A. to CVO, CSIR
7. Legal Adviser, CSIR
8. Deputy Secretary (CO)/Deputy Secretary (Complex)
9. Head, URDIP/IPMD/HRDC/RDPD/TNBD/ISTAD
10. All Dy. Secretaries/Under Secretaries in CSIR Hqrs. & CSIR Complex
11. Heads of RAB, CSIR Complex, Pusa, New Delhi
12. Dr. R.B. Misra, Secretary, Staff Side, JCM, Industrial Toxicology Research Centre (now IITR), Post Box No.80, Mahatma Gandhi Marg, Lucknow-226001
13. Head, IT Division with the request to make this circular available in the website.