

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SPORTS BRANCH
CHHATRASAL STADIUM: MODEL TOWN: DELHI – 110009


No.DE.41/Sports/Admn./2022/ 3130-35 Dated: 30/9/22

CIRCULAR

It is observed that several representations receives from PGTs, TGTs, PETs (Sports Coaches) & Lab Assistants working in the Sports Branch on diverted capacity, regarding grant of Earned Leave, who worked during summer vacations in various centres of Sports Branch.

The case of grant of Earned Leave of such officials/officers are required to be processed in their parent department/office from where they are getting salary and all their Personal file & Service Books are kept. This office can only issue the attendance certificate to the concerned officials as per the attendance register. So all such PGTs/PETs (Sports Coaches) & Lab Assistants are advised to submit their applications/representations regarding grant of Earned Leave against working in summer vacations may be submitted to the concerned departments/office where their Personal files & Service records are kept and processed.

This issue with the concurrence of the DDE (Sports).


SECTION OFFICER
(ADMN.)

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Copy for information and necessary action to:-

1. PS to Secretary (Education).
2. PS to Director (Education).
3. DDE Sports.
4. All DDE (District and Zone).
5. All head of School Concerned.
6. OS(IT) with the direction to upload it on website of Education Department.
7. Guard File.


SECTION OFFICER
(ADMN.)