DIRECTORATE OF EDUCATION: GNCT OF DELHI
COORDINATION BRANCH: LUCKNOW ROAD: DELHI

No.30-3(17)/Coord/Pay Comm./2008/Part file/2884-2913 Dated:- 14/3/11

CIRCULAR

Sub:- Child Care Leave to Central Government employees and Children Education Allowance Scheme clarification regarding.

Please find enclosed herewith copy of Endorsement No.F.4 (73)/Fin.(Estb-III)/PC-II/Part-II/DSI/377 dated 24.02.2011 received from Finance Department, GNCT of Delhi enclosing therewith following Office Memorandums from Govt. of India for information and necessary action:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the Ministry/Department</th>
<th>O.M. No. &amp; Date</th>
<th>Subject</th>
</tr>
</thead>
</table>

Encl: As above

(Sashi Kaushal)
Addl. Director of Education (Coord.)

Copy for information and necessary action to:- 2884-2913
1. PS to Director (Education), Directorate of Education, GNCT of Delhi.
3. DCA, Directorate of Education, Delhi.
4. All DDEs of Districts Directorate of Education, Delhi through website.
5. All Branches of Head Quarter through website.
6. OS (IT) with the request to upload the Circular on the website.

(Sashi Kaushal)
Addl. Director of Education (Coord.)
ENDORSEMENT

A copy of the under mentioned paper is forwarded for information and necessary action to the following:-

1. All Head of Department, Govt. of NCT of Delhi.
2. All Pay & Accounts Officers, Govt. of NCT of Delhi.
3. Commissioner M.C.D., Town Hall, Chandini Chowk, Delhi.
5. Chief Executive Officer, Delhi Cantonment Board, Delhi.
7. Website.

List of paper forwarded

<table>
<thead>
<tr>
<th>S&gt;No.</th>
<th>Name of the Ministry/Deptt.</th>
<th>O.M. No. and Date</th>
<th>Subject</th>
</tr>
</thead>
</table>
Office Memorandum

Sub: Child Care Leave to Central Government employees - regarding

The undersigned is directed to say that subsequent to issue of this Department OM of even number dated 07/09/2010, this Department has been receiving references from various Departments, seeking clarifications. The doubts raised are clarified as under:-

1. Whether Earned Leave availed for any purpose can be converted into Child Care Leave? How should applications where the purpose of availing leave has been indicated as 'Urgent Work' but the applicant claims to have utilized the leave for taking care of the needs of the child, be treated?

Child Care Leave is sanctioned to women employees having minor children, for rearing or for looking after their needs like examination, sickness etc. Hence Earned Leave availed specifically for this purpose only should be converted.

2. Whether all Earned Leave availed irrespective of number of days i.e. less than 15 days, and number of spells can be converted? In cases where the CCL spills over to the next year (for example 30 days CCL from 27th December), whether the Leave should be treated as one spell or two spells?

No. As the instructions contained in the OM dated 7.9.2010 has been given retrospective effect, all the conditions specified in the OM would have to be fulfilled for conversion of the Earned Leave into Child Care Leave. In cases where the leave spills over to the next year, it may be treated as one spell against the year in which the leave commences.
3. Whether those who have availed Child Care Leave for more than 3 spells with less than 15 days can avail further Child Care Leave for the remaining period of the current year?

No. As per the CM of even number dated 7.9.2010, Child Care Leave may not be granted in more than 3 spells. Hence CCL may not be allowed more than 3 times irrespective of the number of days or times Child Care Leave has been availed earlier. Past cases may not be reopened.

4. Whether LTC can be availed during Child Care Leave?

LTC cannot be availed during Child Care Leave as Child Care Leave is granted for the specific purpose of taking care of a minor child for rearing or for looking after any other needs of the child during examination, sickness etc.

Hindi version will follow.

(Simmi R. Nakra)
Director

To
All Ministries/Departments of the Govt. of India, etc.
(As per standard mailing list).
Copy also forwarded to:

1. All Ministries Departments of the Govt. of India.
2. Office of the Comptroller & Auditor General of India.
4. Secretaries to Union Public Service Commission Supreme Court of India/ Election Commission Lok Sabha Sectt./Rajya Sabha Sectt./Cabinet Sectt./Central Vigilance Commission/President’s Sectt./Vice-President’s: Sectt./Prime Minister’s Office/Planning Commission.
5. All State Governments and Union Territories.
6. Governors of all States/Lt Governors of all Union Territories.
7. Secretary, National Council of JCM (Staff Side), 13-C, Feroz Shah Road, New Delhi
8. All Members of Staff Side of the National Council of JCM/Departmental Council.
9. All Officers/Sections of DOPT/Deptt. of Administrative Reforms & Public Grievances/Department of Pensions & Pensioners Welfare/PESB
10. Ministry of Finance, Department of Expenditure
11. Official Language Wing (Legislative Deptt.), Bhagwan Dass Road, New Delhi.
12. Railway Board, New Delhi.
13. NIC, DOPT./Director E-i
14. 50 spare copies.

Under Secretary to the Government of India
कार्यालय जापन

विधि: केन्द्र सरकार के जरमानार्यों के लिए संशोधित सूचनिशित कैरियर प्रोफाल्ट पाठ्यनियम के संबंध में राष्ट्रीयकरण

अगस्त्यसाल की उपर्युक्त विषय पर कार्यकार्य और प्रशिक्षण विभाग के समस्तक्षेण्क कार्यालय जापन दिनांक 19 मई, 2005 की ओर ध्यान आकृष्ट करने का निदेश हुआ है। संशोधित सूचनिशित कैरियर प्रोफाल्ट पाठ्यनियम के लागू होने के परिणामस्वरूप, इस पाठ्यनियम के पैरा 14 के आलोक में संक्षिप्त मंत्रालय/विभागों के अंतर्गत केन्द्रीय स्वास्थ्य/साविक निकायों की योजना के बारे में शामिल करने के संबंध में कई प्रस्ताव/पत्र ध्यान दिवाग को प्राप्त हुए हैं। तथा विभाग ने महसूस किया है कि केन्द्रीय स्वास्थ्य/साविक निकायों की काफी संख्या का ध्यान में रखने ही प्रस्तावों को अनुमोदित करने का अधिकार संबंधित प्रशासनिक मंत्रालय के विभागों को प्रत्याशील बना देना उपयुक्त होगा। तदनुसार तथा विभाग ने संक्षिप्त मंत्रालय/विभागों के अंतर्गत केन्द्रीय स्वास्थ्य/ साविक निकायों की संशोधित सूचनिशित कैरियर प्रोफाल्ट योजना का प्रकाश देना अनुमोदित कर दिया है।

(i) पूर्व संशोधित कैरियर प्रोफाल्ट योजना के उपर्युक्त स्वास्थ्य/साविक निकाय द्वारा लागू/अंगीकृत किया गया हो।

(ii) संशोधित सूचनिशित कैरियर प्रोफाल्ट योजना शासी निकाय/निदेशक मंडल द्वारा अनुमोदित की गई हो।

(iii) प्रशासनिक मंत्रालय/मंत्रालय के वित्तीय सलाहकार ने प्रस्ताव को सहमति दे दी हो।

(iv) संशोधित सूचनिशित कैरियर प्रोफाल्ट योजना अपनाने जाने की वित्तीय विवक्षाओं को संगठन/निकाय द्वारा ध्यान में रखा गया हो और अंतर्गत वित्तीय विवक्षाओं वर्तमान अवलोकन के अंतर पूरी की जा सकती है।

2. संशोधित व्यवस्था के अनुसार, प्रस्ताव पर प्रश्नात: संबंधित प्रविष्ट सलाहकार द्वारा कार्यालय की आपूर्ति और इसके द्वारा उपयुक्त (i) (ii) और (iv) में उल्लिखित अवधारणा पूरी करने के बाद ऐसे निकाय को संशोधित सूचनिशित कैरियर प्रोफाल्ट योजना द्वारा शामिल करने को अनुमोदित करने के संबंध में संबंधित प्रशासनिक अध्यक्ष/संचालक के आदेश प्राप्त करेगा।

3. संशोधित सूचनिशित कैरियर प्रोफाल्ट योजना दिनांक 19.05.2009 के क्रम में उपयुक्त कार्यालय जापन सभी संबंधित मंत्रालय/विभाग के ध्यान में लाया जाता है।

(एक्स.शीखाबाद)  
अवर सचिव, भारत सरकार
सेवा में,

1. भारत सरकार के सभी मंत्रालय/विभाग
2. राष्ट्रपति सचिवालय/उपराष्ट्रपति सचिवालय / प्रधान मंत्री कार्यालय / उच्चतम न्यायालय / राज्य सभा सचिवालय / लोक सभा सचिवालय / मंत्रिमंडल सचिवालय / संघ लोक सभा आयोग / केंद्रीय स्वस्थ्य आयोग / भारत के निर्यातक और मतालेखा परीक्षक / केंद्रीय प्रशासनिक अधिकरण (प्रधान खण्डधीर), नई दिल्ली
3. कार्मिक, लोक शिकायत तथा पंशन अंतरालय के सभी संबंध / अधीनस्थ कार्यालय
4. सचिव, राष्ट्रीय अल्पसंख्यक आयोग
5. सचिव, राष्ट्रीय अनुसूचित जाति/अनुसूचित जनजाति आयोग
6. सचिव, स्टाफ पक्ष, राष्ट्रीय परिषद (जेसीएम), 13-सी, फिरोजशाह रोड, नई दिल्ली
7. राष्ट्रीय परिषद (जेसीएम) के स्टाफ पक्ष के सभी सदस्य
8. वित्त मंत्रालय, व्यवसाय प्रभाग स्थानीय (क) शाखा को उसके आई-डी.सं. 7/13/2010-स्था.-III (क) दिनांक 18.06.2010 के संदर्भ में
9. स्थापना (ध) अनुभाग - 100 प्रतिहार
10. एवं आईएसी, कार्मिक और प्रशिक्षण विभाग, नई दिल्ली को इस कार्यालय ज्ञापन को कार्मिक और प्रशिक्षण विभाग की वेबसाइट पर अपलोड करने हेतु

(स्मृति स्थान)
अवर सचिव, भारत सरकार
Sub: Children Education Allowance Scheme – Clarification.

Subsequent to issue of this Department OM No. 12011/3/2008-Estt (Allowance) dated 02/09/2008 and clarificatory OMs dated 11/11/2008, 23/11/2009 and OM No. 12011/16/2009-(Allowance) dated 13/11/2009 on the Children Education Allowance (CEA) Scheme, this Department has been receiving references from various Departments, seeking further clarifications. The doubts raised are clarified as under:-

(i). Whether CEA is admissible to a Government Servant who ceases to be in service due to retirement, discharge, dismissal or removal from service in the course of an academic year?

(ii). Whether Children of a Government servant who dies while in service are still eligible for reimbursement under the new CEA scheme?

CEA/hostel subsidy shall be admissible till the end of the academic year in which the Government Servant ceases to be in service due to retirement, discharge, dismissal or removal from service in the course of an academic year

The payment shall be made by the office in which the Govt. servant worked prior to these events and will be regulated by the other conditions laid down under CEA scheme.

If a Govt. servant dies while in service, the Children Education Allowance or hostel subsidy shall be admissible in respect of his/her children subject to observance of other conditions for its grant provided the wife/husband of the deceased is not employed in service of the Central Govt., State Government, Autonomous Body, PSU, Semi-Government Organization such as Municipality, Port Trust Authority or
<table>
<thead>
<tr>
<th>(i) Whether any upper age limit of the children has been prescribed for claiming CEA? Whether CEA can be allowed in case of children studying through “Correspondence or Distance Learning”? If so the age limit prescribed for the same.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The upper age limit for disabled children has been set at the age of 22 years. In the case of other children the age limit will now be 20 years or till the time of passing 12th class which ever is earlier. Cases where reimbursement have been already made, in respect of children above this age may not be reopened. It has also been decided that CEA may henceforth be allowed in case of children studying through “Correspondence or Distance Learning” subject to other condition prescribed.</td>
</tr>
</tbody>
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<tr>
<th>(iv) What is the definition of the terms ‘two sets of uniform’ which occur in paral(e) of our O.M. dated 2.9.08. What is the definition of ‘one set of shoes’?</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is clarified that ‘one set of shoes’ would mean one pair of shoes and ‘two sets of uniform’ would mean two sets of uniform prescribed by the school in which the child is studying. A set of uniform will include all items of clothing prescribed for a day, as uniform by the school. Reimbursement may be allowed for two sets of such uniform irrespective of the colours/winter/summer/PT uniform.</td>
</tr>
</tbody>
</table>
(v) What is the definition of 'station' for the purpose of hostel subsidy?

It is clarified that for the purpose of hostel subsidy, the term 'station' would be demarcated by the first three digits of the PIN Code of the area where the Government Servant is posted and/or residing. The first three digits of the PIN Code indicate a Revenue District.

(vi) Whether fee paid to organizations/institutions other than the school or fee paid to private tutors for purposes mentioned in para 1(e) of the OM dated 2.9.2008 is reimbursable?

No. It is clarified that the term 'fee' contained in the para 1(e) of the OM dated 2.9.2008 would mean the fee charged by the school directly from the student.

(SIMMI R. NAKRA)
Director (P&A)

To
All Ministries/Departments of the Government of India.
F.No. 12011/08/2010-Estt(Allowance)  New Delhi, the 30th December, 2010

Copy also forwarded to:

1. All Ministries Departments of the Govt. of India.
2. Office of the Comptroller & Auditor General of India.
4. Secretaries to Union Public Service Commission Supreme Court of India/ Election Commission Lok Sabha Sectt./Rajya Sabha Sectt./Cabinet Sectt./Central Vigilance Commission/President's Sectt./Vice-President's Sectt./Prime Minister's Office/Planning Commission.
5. All State Governments and Union Territories.
6. Governors of all States/Lt Governors of all Union Territories.
7. Secretary, National Council of JCM (Staff Side). 13-C, Feroz Shah Road. New Delhi
8. All Members of Staff Side of the National Council of JCM/Departmental Council.
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10. Ministry of Finance, Department of Expenditure
13. N.C, DOPT*/Director E-i
14. 50 spare copies.

(SIMMI R. NAKRA)
Director (P&A)