

मुरगांव पत्तन प्राधिकरण

वित्त विभाग

संदर्भ सं. FA/Est.1(21)/2022/370

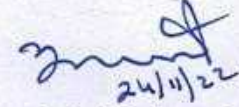
दिनांक: 24/11/2022

Sub: Encashment of Earned Leave (EL).

Further to ~~the~~ letter issued vide ref. no.FA/B-33/2012/194 dated 22.10.2022,Para 2 of the said letter is amended as follows :

“Those employees whose Earned Leave balance exceeds the limit of 300 days in a Calendar Year are allowed to encash Earned Leave up to a maximum of 30 days. Further, Officers/Employees who are due to retire within the period of next thirteen months would be entitled/allowed to encash their Earned Leave”.

This issues with the approval of the Competent Authority.


24/11/22

Financial Advisor &
Chief Account Officer


24/11/22

To,
All HODs
c.c. to Chairman's table for information.
c.c. to Dy. Chairman's table for information.
c.c. to E.O./Paybill section.

Mormugao Port Trust
Finance Department

FA/B-33/2012/194

22 October, 2012

Sub: Encashment of earned leave (EL)

It is informed that, the budget allocated for encashment of leave for the Financial Year 2012-13 has already exhausted. The budget allocation for leave encashment cannot be revised on account of reduction of Traffic/Revenue. Therefore, encashment of earned leave has been stopped with immediate effect.

However, those employees whose earned leave balance exceeds the limit of 300 days, are allowed to encash earned leave up to a maximum of 30 days. Further, employees who are retiring during the next one year period are also allowed to encash their earned leave without any limit.

HODs are requested not to send any leave encashment applications for payment, except those mentioned above, till further notice.


FA&CAO

To,

All HODs *NA - 1 copy*
All Notice Boards
C.C to Chairman' table for information
C.C to Dy Chairman's Table for information

Finance Dept. Notice Board

DATA STATISTICS	Number of
Records passed	72