



మహిళా/పురుష (Un-Married/Widower/Divorcee) ఉద్యోగులకు 180 రోజులుశిశు సంరక్షణ సెలవు (చైల్డ్ కేర్ లీవు)

G.O.Ms.No. 132(HR-IV-FR) Finance Department Dated: 06-07-2016
G.O.Ms.No. 33 (HR-IV-FR&LR) Finance Department Dated: 08-03-2022
G.O.Ms.No. 199 (HR-IV-FR&LR) Finance Department Dated: 19-10-2022

10వ పి.ఆర్.సి. ప్రతిపాదనలు అనుగుణంగా సర్వీసు మొత్తములో పిల్లలను పెంచు నిమిత్తము లేక పాఠశాల&కాలేజి స్థాయి పరీక్షల సమయంలోనూ, వారి ఆనారోగ్య సమయంలో, వృత్తాలకు 2నెలలు (60రోజులు) వరకు శిశు సంరక్షణ సెలవులు క్రింద తెలుపబడిన నిబంధనలకు అనుగుణంగా వినియోగించుకొనుటకు ప్రభుత్వం ఉత్తర్వులు జారీచేసినది. ఈ సదుపాయము మహిళా ఉద్యోగులకు మాత్రమే క్రింది నిబంధనలు అనుసరించి వినియోగించుటకు అవకాశము కల్పించబడినది.

1. ఈ సెలవులను 3సార్లు తగ్గకుండా ఇద్దరి పిల్లల యొక్క వయస్సు 18సం॥ల వరకు మరియు అశక్తులైన పిల్లల యొక్క (మానసిక/శారీరక వికలాంగులు) వయస్సు 22 సం॥లలోపు వరకు ఎన్నిసార్లు అయిననూ వినియోగించు కొనవచ్చు.
2. ఈ సెలవులను యల్.టి.సి. నిమిత్తంగా వాడుకొనుటకు అవకాశము లేదు.
3. ఈ సెలవులు వినియోగించుకొనిన వివరాలు జి.ఓ.నందు పొందు పరచబడిన సంబంధిత ప్రాఫార్మా ప్రకారంగా ఇ.యల్వ్ మరియు అర్హతపు సెలవుల అకౌంటు మాదిరిగా సర్వీసు రిజిష్టరు నందు నమోదు పరచుకొనవలెను.
4. ఈ సెలవులు ఇ.యల్వ్ మరియు అర్హతపు సెలవుల అకౌంటు నుండి తగ్గించబడవు.
5. ఈ సెలవులు కార్యాలయము/సంస్థ నిర్వహణకు ఎటువంటి ఇబ్బందు లేకుండా మాత్రమే వినియోగించుకొనవలెను.
6. ఈ సెలవులు వినియోగించుకొనుట హక్కుగా భావించరాదు. మంజూరు చేయు అధికారిని ముందుగానే అనుమతి తీసుకొని మాత్రమే వినియోగించుకొనవలెను. 7. ఈ సెలవులు సంపాదిత సెలవులుగానే పరిగణించాలి.
8. ఈ సెలవులు ప్రసూతి సెలవులు & ఇతర సెలవులతో కలుపుకొని వినియోగించుకొనవచ్చు.
9. ఉద్యోగిని యొక్క ప్రాబేషన్ కాలము నందుకూడా వినియోగించుకొనవచ్చు కాని సదరు కాలము వరకు ప్రాబేషన్ కాలము పొడిగించబడును. 10. ఈ సెలవులను లీవ్ - నాట్ - డ్యూ గా అవకాశము కలదు

పైన తెలుపబడిన సెలవులను 11వ పి.ఆర్.సి. ప్రతిపాదనలకు అనుగుణంగా పైన తెలుపబడిన నిబంధనలు అనుసరించి 60 రోజుల నుండి 180 రోజులకు పెంచుతూ మరియు పురుష ఉద్యోగులకు (Un-Married/Widower/Divorcee) కూడా పూర్తి సర్వీసు మొత్తములో ది.01-01-2022 నుండి మాత్రమే వినియోగించుకొను అవకాశమును కల్పిస్తూ

G.O.Ms.No. 33 (HR-IV-FR&LR) Fin. Deptt. Dt: 08-03-2022 ప్రకారంగా ఉత్తర్వులు జారీచేయడమైనది.

ఈ 180 రోజులు సెలవుల సౌలభ్యంను సర్వీసు మొత్తంలో **మాగ్నిమం 10 విడతలగా** మాత్రమే గతములో 60రోజుల కాలంలో వినియోగించిన విడతలను పరిగణనలోకి తీసుకొనకుండా వాడుకోనే వెసులుబాటును కూడా **G.O.Ms.No. 199 (HR-IV-FR&LR) Fin.Deptt. Dt:19-10-2022** ప్రకారంగా ఉత్తర్వులు జారీచేయడమైనది.

PRESCRIBED PROFORMA FOR MAINTANING CHILD CARE LEAVE ACCOUNT IN Service Book

Period of Child Care Leave Take		Balance of Child Care Leave		Signature and Designation of the Certifying Officer
FROM	TO	BALANCE	DATE	

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Public Services – Finance Department - Recommendations of Tenth Pay Revision Commission on Child Care Leave - Sanction of Child Care Leave for two months to the women employees of the State – Orders –Issued.

FINANCE (HR-IV-FR) DEPARTMENT

G.O.Ms.No.132

Dated. 06.07.2016

Read the following:

1. Representation of the Andhra Pradesh Non-Gazetted Officer's Association Dated, Nil.
2. Representation of the Andhra Pradesh Secretariat Association dated, Nil.

ORDER:

In the references read above, the Associations requested for sanction of the Child Care leave to all women employees.

2. The recommendations of the Tenth Pay Revision Commission in this regard are extracted below:

The Commission considers the demand to be reasonable and recommends sanction of Child Care Leave of up to 2 years to all women employees in the entire service career, to look after 2 eldest children up to the age of 18 years.

3. Government after careful consideration hereby order that the women employees be permitted to avail child care leave for two months viz., sixty days in the entire service to take care of the minor child for rearing or for looking after any other needs of the child during school or college examinations, sickness etc., subject to the following conditions:

- a) Child Care leave of two months can be sanctioned in not less than 3 spells to look after two children up to the age of 18 years and with disabled children up to 22 years. The Child Care leave would be permitted only if the child is dependent on the Government servant.
- b) LTC cannot be availed during the Child Care Leave as the leave is granted for the specific purpose of taking care of the minor child for rearing or for looking after any other needs of the child during examination, sickness etc.
- c) The leave account for child care shall be maintained in the prescribed proforma enclosed and it shall be kept along with the Service Book of the

Government servant concerned. The leave shall be deducted from the Child care leave account.

- d) Child Care leave shall not be debited against the leave account viz., Earned Leave, Half Pay leave
- e) The Head of the office shall ensure that the availment of Child Care leave to an employee will not affect the functioning of the office for which necessary orders depending upon the circumstances of the office may be issued.
- f) Child Care leave cannot be demanded as a matter of right. It requires the prior proper approval of the leave sanctioning authority.
- g) The leave is to be treated like Earned Leave and sanctioned as such
- h) The Child Care Leave may be sanctioned in continuation with maternity leave or any other leave other than Casual Leave and Special Casual Leave.
- i) The Child Care leave can be sanctioned during period of probation also. However, the period of probation shall be extended to that extent.
- j) The Child Care leave can also be allowed for leave not due.

4 This Order can be accessed at <http://www.aponline.gov.in>, <http://www.goir.ap.gov.in> and <http://www.apfinance.gov.in>

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

AJEYA KALLAM
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To

The Accountant General, Andhra Pradesh and Telangana Hyderabad.

The Accountant General, Andhra Pradesh and Telangana Hyderabad (by name).

The Pay & Accounts Officer, Hyderabad.

All Special Chief Secretaries / Principal Secretaries / Secretaries to Government.

All the Departments of Secretariat.

The Registrar General, High Court of Judicature at Hyderabad
for the State of Telangana and the State Andhra Pradesh.

The Resident Commission of Andhra Pradesh in New Delhi,
Andhra Bhawan, 1 Ashoka Road, New Delhi.

All the Heads of Departments.

All District Collectors.

All District Judges of Andhra Pradesh.

Copy to:

The Chief Secretary to the Government of Andhra Pradesh.

The Principal Secretary to Governor, Andhra Pradesh, Hyderabad.

The Principal Secretary to the Chief Minister and Private Secretaries to all Ministers.

The Secretary, Andhra Pradesh Public Service Commission, Hyderabad.

All the District Treasury Officers (with copies for Sub-Treasury Officers).

The Chairman and Managing Director of Andhra Pradesh GENCO/TRANSCO

The Managing Director of AP State Road Transport Corporation, Hyderabad.

All District Educational Officers.

All the District Development Officer, Zilla Praja Parishads.

All District Panchayat Officers.

All Principals of Junior and Degree Colleges of Andhra Pradesh.

All Mandal Development Officers.

All Secretaries of Zilla Grandhalaya Samsthas through Director of Public Libraries, Hyderabad

All Secretaries of Agricultural Market Committees through the Commissioner and Director of Marketing, A.P., Hyderabad.

All Commissioners/ Special Officers of Municipal Corporations & Municipalities.

The Commissioner, Government Printing Press, A.P. Hyderabad for publication in the Andhra Pradesh Gazette.

The General Administration (Cabinet) Department.

The General Administration (SW) Department
SF/S.Cs.

//FORWADED:: BY ORDER//

SECTION OFFICER

Proforma for maintaining Child Care Leave Account

[illegible]

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Public Services – Implementation of 11th PRC - Comprehensive Leave benefits – Child Adoption Leave/ Child Care Leave/ Special Causal Leave to orthopedically challenged/ Ex-gratia on EOL for certain deceases – Orders – Issued.

FINANCE (HR.IV- FR&LR) DEPARTMENT

G.O.Ms.No.33

Date:08.03.2022

Read the following:-

1. Report of the Committee of Secretaries on 11th Pay Revision Commission.
2. Minutes of the meeting of Ministers Committee and representatives of the Employee Associations, dt.05.02.2022.
3. O.M.No.13018/4/2004-Estt.(L), Govt of India, dt.31.03.2006.
4. G.O.Ms.No.132, Finance (HR.IV FR&LR) Dept., dt.06.07.2016.
5. G.O.Ms.No.155, Finance (FR.I) Department, dt.04.05.2010.

ORDER:

The Government of Andhra Pradesh has constituted the 11th Pay Revision Commission (PRC) vide G.O.Ms.No.75 GA (SC.A) Department, dt. 28.05.2018.

2. Government after careful examination of the Report of 11th PRC and the Report of the Committee of Secretaries headed by the Chief Secretary, hereby orders the following leave benefits to the State Government employees:

3. Child Adoption Leave:

Government hereby orders to sanction Child Adoption Leave up to 180 days to female Government Servants having less than two surviving children; if she legally adopts a child up to one year of age. Subject to the same conditions, Government hereby sanctions paternity leave up to 15 days to 'single' male employees (unmarried/widower/divorcee) within a period of 6 months of child adoption.

3.1 The conditions, in the reference 3rd read above are applicable for availing child adoption leave.

(i) During the period of child adoption leave, he/she shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.

(ii) Child adoption leave may be combined with leave of any other kind.

3.2 In continuation of the child adoption leave granted the adoptive mothers may also be granted, if applied for, leave of the kind due and admissible (including Leave not due and Commuted leave not exceeding 60 (sixty) days without production of Medical certificate) for a period upto one year reduced by the age of the adopted child on the date of legal adoption, without taking into account the period of child adoption leave.

3.3 This facility shall not be admissible to an adoptive mother already having two surviving children at the time of adoption.

3.4 The maximum period of one year leave of the kind due and admissible (including Leave not due and Commuted leave upto 60 days without production of Medical certificate) will be reduced by the age of the child on the date of adoption without taking into account Child Adoption leave as in the following illustrations:

- If the age of the adopted child is less than one month on the date of adoption leave upto one year may be allowed.
- If the age of the child is six months and above but less than seven months, leave upto 6 months may be allowed.
- If the age of the child is 9 months and above but less than ten months, leave upto 3 months may be allowed.

3.5 Child adoption leave shall not be debited against the leave account.

4. **Child Care Leave:**

4.1 Government hereby orders to enhance the Child Care leave facility from 60 days to 180 days in the entire service in respect of the women employees.

4.2 Further, the same facility is extended to 'single' male employees (unmarried/widower/divorcee).

4.3 The conditions mentioned in the reference 4th read above are applicable for availing the Child Care Leave.

5. **Special Causal Leave to orthopedically challenged and Nursing Staff:**

Government hereby orders to sanction Special Casual Leave upto seven (7) days in a year for Orthopedically Challenged employees needing to change prosthetic aids. Same duration of Special Casual Leave has also been sanctioned for Nursing staff working in high risk ward.

6. **Ex-gratia on EOL for certain deceases:**

6.1 Government as per the recommendations of the PRC, from time to time, enhancing the limits of ex-gratia allowance in respect of Non-Gazetted Government Servants and Government Servants in Last Grade Service, while on extraordinary leave for treatment for Tuberculosis/Leprosy/ Cancer/Mental illness/Heart diseases and Renal (Kidney) failure, by issuing necessary amendment to Note (4) under Rule 28 and to Note (4) under Rule 29 of A.P. Leave Rules, 1933. The ex-gratia allowance is *equal to half of the pay, subject to the minimum and maximum limits specified from time to time.*

6.2 Government, after careful examination of report of 11th Pay Revision Commission and the report of Committee of Secretaries headed by the Chief Secretary, hereby orders to revise the limits for grant of ex-gratia allowance in the revised pay scales 2022 as mentioned hereunder.

(In Rupees)

Category	Basic Pay limit	Ex-gratia amount payable per month	
		Minimum	Maximum
Non-Gazetted Employees	35,570	11,560	17,780
Last Grade Employee	-	10,000	15,000

6.3 It is further to state that Extra Ordinary Leave for the above purpose may be allowed only after exhausting the Earned Leave and Half Pay Leave at credit.

7. These orders shall come into effect from 01.01.2022.

8. This order is available on online and can be accessed at <http://apegazette.cgg.gov.in>.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

SHAMSHER SINGH RAWAT
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To

All Special Chief Secretaries / Principal Secretaries / Secretaries to Government.

(with a request to communicate to all concerned Departments of Secretariat.
The Principal Secretary to Governor of Andhra Pradesh, Vijayawada.
The Principal Secretary / Secretary to the Chief Minister & Private Secretaries to all Ministers.

The A.G (A&E) / Prl. A.G. (G&SSA) / A.G.(E&RSA), A.P., Vijayawada.

The Director of Treasuries & Accounts, AP, Ibrahimpatnam.

The Director of State Audit, A.P., Ibrahimpatnam.

The Pay & Accounts Officer, A.P., Ibrahimpatnam.

The Director of Works Accounts, A.P., Ibrahimpatnam.

All Heads of Departments including Collectors, Superintendents of Police and District Judges.

The Registrar, High Court of Andhra Pradesh, Vijayawada.

The Secretary, A.P. Public Service Commission, Vijayawada.

All the Joint Directors of Works Projects.

All the District Treasury Officers.

All the Chief Executive Officers of all Zilla Parishads.

All the Recognized Service Associations.

The General Administration (Cabinet) Department.

S.F. /S.Cs. (Computer. No.1641157).

//FORWARDED :: BY ORDER//


SECTION OFFICER

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Public Services - Child Care Leave – Enhancement of maximum spells to avail the eligible Child Care Leave of 180 days up to 10 spells – Orders – Issued.

FINANCE (HR.IV-FR & LR) DEPARTMENT

G.O.Ms.No.199

Dated: 19.10.2022
Read the following:-

- 1) G.O.Ms.No.132, Finance (HR.IV-FR) Department, Dated: 06.07.2016.
- 2) G.O.Ms.No.33, Finance (HR.IV-FR & LR) Department, Dated: 08.03.2022.
- 3) A.P. Secretariat Association representation, Dated: 18.04.2022.

Order:

In reference 1st read above orders were issued wherein, the women employees were permitted to avail child care leave for two months viz., sixty days in the entire service to take care of the minor child for rearing or for looking after any other needs of the child during school or college examinations, sickness etc., subject to the following conditions:

- a) Child Care leave of two months can be sanctioned in not less than 3 spells to look after two children up to the age of 18 years and with disabled children up to 22 years. The Child Care leave would be permitted only if the child is dependent on the Government servant.
- b) LTC cannot be availed during the Child Care Leave as the leave is granted for the specific purpose of taking care of the minor child for rearing or for looking after any other needs of the child during examination, sickness etc.
- c) The leave account for child care shall be maintained in the prescribed proforma enclosed and it shall be kept along with the Service Book of the Government servant concerned. The leave shall be deducted from the Child care leave account.
- d) Child Care leave shall not be debited against the leave account viz., Earned Leave, Half Pay leave.
- e) The Head of the office shall ensure that the Child Care leave availed will not affect the functioning of the office for which necessary orders depending upon the circumstances of the office may be issued.
- f) Child Care leave cannot be demanded as a matter of right. It requires the prior proper approval of the leave sanctioning authority.
- g) The leave is to be treated like Earned Leave and sanctioned as such.
- h) The Child Care Leave may be sanctioned in continuation with maternity leave or any other leave other than Casual Leave and Special Casual Leave.
- i) The Child Care leave can be sanctioned during the period of probation also. However, the period of probation shall be extended to that extent.
- j) The Child Care leave can also be allowed for leave not due.

(P.T.O.)

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2. Further, in the reference 2nd read above, based on the recommendations of 11th P.R.C. the child care leave was enhanced from 60 days to 180 days, subject to following conditions as specified in the orders 1st read above. However, the spells were restricted to maximum 3 in number.

3. The above provision of restricting the number of spells to a maximum 3 in number have created certain administrative problems during implementation of the child care leave. The Andhra Pradesh Secretariat Association have represented to enhance the spells maximum to 10.

4. In view of the above and after careful consideration, Government hereby direct as follows, subject to the applicability of the other eligibility conditions stipulated in the G.O.Ms.No.33, Finance (HR.IV- FR & LR) Department, dated. 08.03.2022: -

- (i) the maximum spells to avail the eligible Child Care Leave of 180 days is modified to that of 10 spells in entire service.
 - (ii) For those who have already availed the eligible period of 60 days or part of 60 days, the extended period may also be availed within the spells of a maximum 10 excluding the spells already availed, from the date of issue of G.O.Ms.No.33 Finance (HR.IV-FR&LR) Department, dt.08.03.2022 in both the cases.
5. This order is available on online and can be accessed at <http://apegazette.cgg.gov.in> .

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

CHIRANJIV CHOUDHARY
PRINCIPAL SECRETARY TO GOVERNMENT (HR) (FAC)

To

All Special Chief Secretaries / Principal Secretaries / Secretaries to Government. (With a request to communicate to all concerned Departments of Secretariat).

The Principal Secretary to Governor of Andhra Pradesh, Vijayawada.

The Principal Secretary / Secretary to the Chief Minister & Private Secretaries to all Ministers.

The A.G (A&E) / Prl. A.G. (G&SSA) / A.G. (E&RSA), A.P., Vijayawada.

The Director of Treasuries & Accounts, AP, Ibrahimpatnam.

The Director of State Audit, A.P., Ibrahimpatnam.

The Pay & Accounts Officer, A.P., Ibrahimpatnam.

The Director of Works Accounts, A.P., Ibrahimpatnam.

All Heads of Departments including Collectors, Superintendents of Police and District Judges.

The Registrar, High Court of Andhra Pradesh, Vijayawada.

The Secretary, A.P. Public Service Commission, Vijayawada.

All the Joint Directors of Works Projects.

All the District Treasury Officers.

All the Chief Executive Officers of all Zilla Parishads.

All the Recognized Service Associations.

S.F. /S.Cs. (Computer. No.1692340).

//FORWARDED:: BY ORDER//


SECTION OFFICER