

O.S. M.  
kind request in  
our website.  
11/9/15

Mr. S. Dasgupta  
M. take NA  
9/19/15

Government of West Bengal  
Minority Affairs & Madrasah Education Department  
'Nababba', 325, Sarat Chatterjee Road, Howrah-711102



No. 2006(3)-MD/3M-14/99

Dated. 25-08-2015

From : The O.S.D & Ex-Officio Joint Secretary,  
Minority Affairs & Madrasah Education Department

- To :
- 1) The Secretary, West Bengal Board of Madrasah Education, WB
  - 2) The Director, Directorate of Madrasah Education, WB
  - 3) Chairman, Madrasah Service Commission, WB

Sub: Extension of benefit of the Child Care Leave

Sir,  
In enclosing a copy of Memo No. 5560-F(P) dated 17-05-2015 issued by the Finance (Audit) Department regarding extension of benefit of the Child Care Leave for a maximum period of 02 (two) years i.e. 730 days to the regular female teaching and non-teaching employees of Government sponsored/Non-Government aided Madrasahs. The undersigned is directed to state that benefit of the CCL may be extended to the incumbent under your administrative control following the Guideline contain in the said Memo.

Necessary amendments in the relevant Leave Rules will be made in due course.

Yours faithfully,

Sd/-

O.S.D & Ex-Officio Joint Secretary  
to the Govt. of West Bengal

No. 2006(3)/1(20)-MD/3M-14/99

Dated. 25-08-2015

Copy forwarded with enclosures for information and necessary action to:

- 1) The D.I/S (SE), \_\_\_\_\_
- 2) Guard file.

O.S.D & Ex-Officio Joint Secretary  
to the Govt. of West Bengal

Memo No. 1386 /Admn./2015

Dated 03-09-2015

Copy forwarded to Head of the Madrasahs (All) for information and necessary action.

Secretary 29/9/15

West Bengal Board of Madrasah Education

Government of West Bengal  
Finance (Audit) Department  
'Nabanna',  
Howrah-711 102

No.5560-F(P)

Dated, the 17<sup>th</sup> July, 2015.

MEMORANDUM

The matter regarding extension of benefit of the Child Care Leave for a maximum period of 2 (two) years i.e. 730 days to the regular female teaching and non-teaching employes of Government sponsored/Non-Govt. aided Schools, Boards, District Primary School Councils, School Service Commission as well as to the regular female employes of Panchayat Raj and other Local Bodies, Undertakings, Corporations, Statutory Bodies was under active consideration of the State Government.

Now after careful consideration, the Governor is hereby pleased to decide to extend the said benefit to the regular female employes of the educational institutions, establishments, organizations, entities etc. as mentioned above subject to the following conditions -

- i) The same will be admissible during the entire period of service for taking care of upto 2 (two) children upto 18 years of their age whether for rearing or to look after any of their needs like examination, sickness etc.
  - ii) During the period of such leave, the female employes shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.
  - iii) It may not be granted in more than 3 (three) spells in a calendar year.
  - iv) It may not be granted for less than 15 days in a spell.
  - v) Child Care Leave shall not be debited against the leave account.
  - vi) It may be combined with leave of the kind due and admissible.
  - vii) Child Care Leave should not ordinarily be granted during the probation period except in case of certain extreme situations where the leave sanctioning authority is fully satisfied about the need of Child Care Leave to the probationer. It may also be ensured that the period for which such leave is sanctioned during probation is minimal.
  - viii) Other terms and conditions as applicable to sanctioning Earned Leave shall be applicable in the matter of sanctioning Child Care Leave.
  - ix) An account for the purpose shall have to be maintained under proper attestation by the leave sanctioning authority.
2. This order shall take effect from 1<sup>st</sup> August, 2015.
3. Necessary amendments in the relevant rules or regulations or bye-laws as applicable may be made by the concerned administrative department in due course.

Sd/- A. K. Das  
O.S.D. & E.O. Joint Secretary to the  
Government of West Bengal