

वोदय विद्यालय समिति

(विद्यालयी शिक्षा एवंसाक्षरताविभागका एक स्वायत्त संस्थान)

मानवसंसाधनविकासमंत्रालय,
भारतसरकार

क्षेत्रीय कार्यालय, कर्पूरीठाकुरसदन, केन्द्रीय कार्यालय
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दूरभाष : 0612-2565920



(कार्यिक अनुभाग)

(Pers. Section)

NAVODAYA IDYALAYASAMITI

(An Autonomous Organisation under
Deptt. of School Education and Literacy)
Ministry of Human Resource Development,
GOVT. OF INDIA

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F.N.4-9-17 /P&E/NVS(PTR))/2020/ 11979

Date: 09.03.2022

To

The Principal
All Jawahar Navodaya Vidyalaya
Patna Region

Subject:-Credit of proportionate EL for the duty performed by vacation staff during Autumn
Break/Winter Breaks/Summer vacation – reg.

Ref :- NVS Hqrs. letter Nos.14013(11)/40/2019-NVS(Estt.III)/15315-23 dt 09.11.2020
&14013(11)/40/2019-NVS(Estt.III)/15958-65 dt 11.11.2020.

Sir/Madam,

With reference to the subject cited above, it has been noticed that number of applications are being forwarded to Regional Office, where a group of vocational Staff Members who are retained during autumn break/Winter break/summer vacation to perform duties related to retention classes and conduct of JNVST examination, requesting to grant approval/sanction proportionate leave to them in lieu of duty performed during vacation breaks.

In view of the above, the Principals of all JNVs of Patna Region are hereby authorized to credit proportionate EL (1/3 of the days of duty performed) as per the guidelines issued vide NVS Hqrs. letter dt 09.11.2021 to the vocational staff members retained during the break to perform duties related to retention of classes and conduct of JNVST examination. Such cases need not be forwarded to Regional office for approval thereafter. Further, the number of EL credited in the leave account of a vacation staff per calendar year should not exceed 30 days.

Further, in case of staff retained during vacation for any other purpose by JNVs on their individual need basis, proportionate EL should be credited only after the approval of the Deputy Commissioner.

This issues with the approval of the competent authority.

Yours faithfully,



(Manju Rani Sharma)
Assistant Commissioner (Estt.I)

o/s
12/03/22

9/3/22