

GOVERNMENT OF ODISHA  
FINANCE DEPARTMENT

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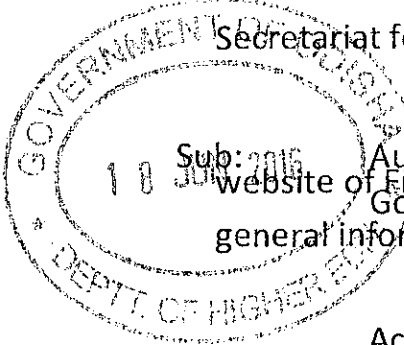
No. Memo No. 17372 /F., Dt. 17/6/2016

FIN-CS2-LV-0003/2016

Copy forwarded to the Head Portal Group, I.T. Centre, Odisha Secretariat for information and necessary action.

OFFICE MEMORANDUM

He/She is requested to launch this Office Memorandum in the Authority empowered to grant maternity leave to female website of Finance Department ([www.Odishagov.nic.in/Finance/index.htm](http://www.Odishagov.nic.in/Finance/index.htm)) for Government servant. general information.



According to Rule-194(a) of Odisha Service Code maternity leave may be granted to a female Government servant. DEPUTY SECRETARY TO GOVERNMENT to grant ordinary leave to the Government servant concerned. After enhancement of maternity leave from 90 days to 180 days vide F.D.O.M.O. No.51856/F., dtd.07.12.2011 proposal from different quarters have been received seeking clarification as to whether the authority empowered to grant ordinary leave is competent to grant 180 days of maternity leave.

After careful consideration, Government have been pleased to clarify that the Head of Office is competent to grant maternity leave as enhanced from time to time to the female Government servant working under his/her administrative control. However, F.D.O.M. No.12598/F., dtd.28.03.2011 will continue to guide sanction of other kinds of leave.

Memo No. 17373 /F., Dt. 17/6/2016

ADDITIONAL CHIEF SECRETARY

Copy forwarded to all Departments of Government/all Heads of Department/A.G.(Audit), Odisha, Bhubaneswar/A.G.(A&E), Odisha, Bhubaneswar/D.A.G., Odisha, Puri/Secretary to Governor/Principal Secretary to Chief Minister/all Collectors/all FAs and AFAs of the Departments/all Treasury Officers, Special Treasury Officers, Sub-Treasury Officers/Director General, Gopabandhu Academy of Administration, Bhubaneswar/Director, MDRAFM, Bhubaneswar/Principal, Secretariat Training Institute, Bhubaneswar/Secretary, OLA, Bhubaneswar for information.

DEPUTY SECRETARY TO GOVERNMENT


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Memo No. 17374 /F., Dt. 17/6/2016

Copy forwarded to the Head Portal Group, I.T. Centre, Odisha Secretariat for information and necessary action.

He/She is requested to launch this Office Memorandum in the website of Finance Department ([www.Odishagov.nic.in/Finance/index.htm](http://www.Odishagov.nic.in/Finance/index.htm)) for general information.

 17/6/16

DEPUTY SECRETARY TO GOVERNMENT

**FINANCE DEPARTMENT**

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No. 12383(225) /F, Dt. 31.03.2012  
FIN-CS-II-LV-0003/2012

To

**All Departments of Government/  
All Heads of Department**

**Sub: Absence from duty on maternity ground by Female Contractual Employees engaged in different Departments of Government.**

All Female employees engaged in Government Establishment on Contract basis with consolidated remuneration and having less than two surviving children are be eligible to get full consolidated remuneration for a period not exceeding 90 (ninety) days of her absence from duty on maternity ground in terms of Finance Department Circular No. 39847/F, Dt. 1.10.2007 on certain conditions outlined therein.

Government have enhanced the ceiling of 90(ninety ) days of maternity leave provided under sub-rule(b) of Rule-194 of Orissa Service Code to 180 days in Finance Department O.M. No. 51856/F., Dt. 7.12.2011 in respect of State Government employees.

After careful consideration Government have been pleased to decide that in respect of all female employees engaged in Government establishment on contract basis with consolidated remuneration the existing ceiling of 90 days of absence from duty on maternity ground is enhanced to 180 days subject to condition that the tenure of maternity leave will be within the contractual period in maximum.

All other conditions outlined in F.D. Circular No. 39847/F., dt. 1.10.2007 will remain unchanged.

This shall be effective from 1<sup>st</sup> April, 2012.

**Sd/- J. K. Mohapatra  
Principal Secretary to government**

4. In case of female contractual employees appointed not against any sanctioned post and/ or without following recruitment procedure and/or ORV Act, then her child adoption leave is limited to the contractual period in maximum. However persons engaged for purely temporary schemes and short term duration of less than a year will not be eligible for child adoption leave.

5. Female contractual employees engaged on outsourcing basis through service providing agencies are not entitled to avail child adoption leave as there is no employee and employer relationship between the employee and Government in such engagements.

6. This shall be effective from the date of issue.

*Anand*

Principal Secretary to Government

Memo No. 31060 /F., Dt. 18.11.2016

Copy forwarded to all Departments of Government/all Heads of Department/A.G. (Audit), Odisha, Bhubaneswar/ A.G. (A.&E), Odisha, Bhubaneswar/D.A.G. Odisha, Puri/ Secretary to Governor/ Principal Secretary to Chief Minister/ all Collectors/ all Fas and AFAs of the Departments/ all Treasury Officers, Special Treasury Officers, Sub-Treasury Officers/ Director General, Gopabandhu Academy of Administration, Bhubaneswar/ Director MDRAFM, Bhubaneswar/ CCT(O), Cuttack/DT&I(O), Bhubaneswar/ Chairman, Odisha Sales Tax Tribunal, Cuttack /Principal, Secretariat Training Institute, Bhubaneswar/ Secretary, OLA, Bhubaneswar For information.

*Anand*  
18/11/16

Under Secretary to Government

Memo No. 31061 /F., Dt. 18.11.2016

Copy forwarded to the Head Portal Group, I.T. Centre, Odisha Secretariat for information and necessary action.

He /She is requested to launch this Office Memorandum in the website of Finance Department ([www.odishagov.nic.in/finance/index.htm](http://www.odishagov.nic.in/finance/index.htm)) for general information.

*Anand*  
18/11/16

Under Secretary to Government

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Dr. No. ....  
Date.....



**GOVERNMENT OF ODISHA**  
**FINANCE DEPARTMENT**

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No. 31059 /F.,  
FIN-CS2-LV-0005/2016

Date 18.11.2016

**OFFICE MEMORANDUM**

**Subject: Admissibility of child adoption leave to female contractual employees engaged in Government establishment.**

As per Finance Department Circular No.39847(225) dated 01.10.2007 read with F.D. Circular No.12383(225) dt.31.03.2012 all female employees engaged in Government establishment on contract basis with consolidated remuneration shall be eligible for maternity leave for a period of 180 days subject to condition that tenure of maternity leave will be within the contractual period in maximum.

2. After careful consideration Government have been pleased to extend the benefits of child adoption leave for a period of 180 days to all the female employees engaged in Government establishment on contract basis with consolidated remuneration at par with the regular female Government servants subject to following conditions.

- (i) The child adoption leave shall be admissible to female contractual employees for a period of 180 days, on adoption of a child up to one year of age in line with maternity leave as admissible to regular female Government employees.
- (ii) The facility shall not be admissible to an adoptive mother already having two surviving children at the time of adoption.
- (iii) Child adoption leave shall not be debited against the leave account.
- (iv) The application for leave shall be supported by the legal deed of adoption and the certificate of birth from the competent authority.

3. Contractual employees appointed against the sanctioned posts following due recruitment procedure and ORV Act in terms of G.A. Department Resolution No.4591/Gen Dt.15.02.2014, Resolution No.26108/Gen Dt.17.09.2013 and Resolution No.1066/Gen Dt.16.01.2014 and in similar cases appointed on specific Government orders with concurrence of Finance Department will be treated at par with regular employees. The aforesaid categories of female contractual employees will be entitled to avail child adoption leave up to 180 days as extended to the regular female Government servants irrespective of their contractual period and there will be no interruption of service.

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