



F.No: BSNLCO-A/11(11)/2/2020-ESTAB

Dated: 02 July, 2021

To,  
All Heads of Telecom Circles &  
All Heads of Other Administrative Units,  
Bharat Sanchar Nigam Limited

Sub: Treatment / regularization of hospitalization / quarantine period during COVID-19 Pandemic - regarding.

Sir,

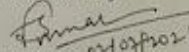
I am directed to forward herewith a copy of DOPT OM No. 13020/1/2019-Estt.(L) dated 07.06.2021 on the above cited subject for information and necessary compliance. These orders shall be applicable w.e.f. 25.03.2020.

2. Further, the instructions issued by BSNL Corporate Office and the concerned circles / units from time-to-time with regard to regulating attendance due to COVID 19 shall also remain operative.

3. This is issued with the approval of competent authority.

Encl: As above.

Yours faithfully,

  
[Sanjeev Kumar]

Asstt. General Manager (Estt.I)

Tel. No. 23037477

Copy to:

1. PPS to CMD, BSNL, New Delhi.
2. PPS to All Directors, BSNL Board.
3. CVO, BSNL CO, Eastern Court Complex, Janpath, New Delhi.
4. CS & GM (Legal) / All PGMs / Sr. GMs / GMs in BSNL CO New Delhi
5. BSNL Intranet.

**OFFICE MEMORANDUM**

**Subject- Treatment/regularization of hospitalization/quarantine period during COVID-19 Pandemic - regarding.**

This Department has been receiving several references/queries requesting for clarification relating to treatment of the hospitalization/quarantine period during the COVID-19 pandemic. The matter has been considered, and keeping in view the hardships faced by the Government servants, it has been decided to treat the period of absence, in relaxation of CCS (Leave) Rules, 1972, as under:-

Sl. No.	Situation	Treatment of period of absence
(1)	When the Government servant himself is COVID Positive and is in home isolation/quarantine	<p>(i) Shall be granted Commuted Leave up to 20 days, if due and admissible, without Medical Certificate, on mere production of his COVID positive report.</p> <p>(ii) If Commuted Leave is not available, he shall be granted Special Casual Leave (SCL) for 15 days, followed by Earned Leave (EL) or Half Pay Leave (HPL) of 5 days and, in case of EL/HPL is also not available, he shall be given Extra Ordinary Leave (EOL) without insisting on production of Medical Certificate, and the period shall also be counted for qualifying service.</p>
(2)	When the Government servant himself is COVID positive, and is in home isolation and has also been hospitalized.	<p>(i) Shall be granted Commuted Leave/SCL/EL for a period up to 20 days starting from the time having tested COVID positive, if the period of home quarantine/discharge from hospital falls within 20 days, as per Sl.No.1 above.</p> <p>(ii) In case of hospitalization beyond the 20<sup>th</sup> day from his testing COVID positive, he shall be granted Commuted leave, on production of documentary proof of hospitalization.</p> <p>(iii) If, however, after discharge from the hospital, the Government servant is required to remain at home for post-COVID recovery, he may be granted leave of any kind due and admissible to him, with the approval of the concerned Competent Authority, as per the CCS (Leave) Rules, 1972. It is only when the Commuted Leave is not available to the credit of the Government servant that SCL of 15 days or EL or EOL shall be considered.</p>
(3)	When a dependent family member of Government servant is COVID-positive or parents,	<p>(i) Shall be granted SCL of 15 days on production of COVID-positive report of dependent family member/parents.</p> <p>(ii) In case of active hospitalization of any of the family member/parents even after 15 days of the expiry of SCL, the</p>