



OFFICE OF THE REGISTRAR  
KAKATIYA UNIVERSITY  
WARANGAL

No. 84 /A5/KU/2017

Date: 18-03-2017

**ORDERS**

Sub:- Kakatiya University – Sanction of Child Care Leave for three ( 3 ) months to the women employees – Orders – Issued.

Ref: - 1. G.O.Ms.No. 209, Finance (HRM-III) Dpartment , dated 21.11.2016.  
2. Resolution of 118<sup>th</sup> E.C. Meeting held on 04.03.2017 to adopt the G.O.

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The Governemnt of Telangana, on the recommendations of 10<sup>th</sup> Pay Revision Commission, through G.O. 1<sup>st</sup> cited, have ordered that women employees of the State Government having minor children be granted Child Care Leave, by the authority competent to grant leave, for a period of three ( 3 ) months, not exceeding 15 days in any spell, in the entire service to look after two eldest children up to the age of 18 years (22 years in case of disabled children) for any of their needs like examinations, sickness etc., with immediate effect, subject to the following conditions:

- a) Child Care Leave of three months can be sanctioned in not less than 6 spells to look after two eldest children up to the age of 18 years and in case of disabled children up to 22 years. The Child Care Leave shall be permitted only if the child is dependent on and residing with the Government servant.
- b) LTC cannot be availed during the Child Care Leave.
- 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. It should not be clubbed with regular leave account.
- d) 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.
- e) Child Care leave cannot be construed as a matter of right. It requires the prior sanction of the competent authority.
- f) The Women employees shall be paid leave salary equal to the pay drawn immediately before proceedings on leave.
- g) Child Care Leave may be combined with leave of any kind due and admissible, except LTC.

Contd..2..

- h) The Child Care Leave is admissible during the period of probation also. However, the period of probation shall be extended to that extent.
  - i) The existing facility of maternity leave up to 180 days is separate from the Child Care Leave and the Child Care Leave may be sanctioned in continuation of maternity leave or any other leave, other than Casual Leave and Special Casual Leave.
2. On the representation of the Service Associations, the matter has been placed before the Executive Council for consideration at its 118<sup>th</sup> meeting held on 04.03.2017.
  3. The Vice-Chancellor, in pursuance of the decision of EC, has accorded approval for adoption of the said G.O. for the benefit of women employees of the University.

*[Signature]*  
**REGISTRAR**

**Copy to:-**

1. All the Principals / HOD / Directors / Drawing Officers / Administrative Officers.
2. The Finance Officer, KU.
3. The Deputy Registrar (Accts/Audit), KU.
4. The Secretary to Vice-Chancellor, K.U.
5. The P.A. to the Registrar.
6. The S.F.