

THE STATE TRADING CORPORATION OF INDIA LTD: NEW DELHI

PERSONNEL DIVISION

(I.R. GROUP)

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18<sup>th</sup> September, 2013

CIRCULAR NO: IR/10/2013

In terms of Department of Public Enterprises (DPE) letter No.2(14)/2012-DPE(WC) dated 17<sup>th</sup> July, 2012, it has been decided with the approval of the Competent Authority to amend the scheme of encashment of EL/HPL with immediate effect. The maximum ceiling for encashment of leave at the time of superannuation / cessation from service other than on disciplinary grounds shall be limited to 300 days (EL and HPL combined). The cash equivalent payable for HPL would be equal to leave salary as admissible for Half Pay + DA. However, for making up the short fall in Earned leave, commutation of HPL will not be permissible.

In relaxation of existing rules, the employees are allowed to encash their leave thrice in this calendar year only i.e. upto 31.12.2013 with immediate effect.

All other terms and conditions regulating the leave rules shall remain unchanged.



(VIJAY BHUSHAN)  
GENERAL MANAGER (PERS.)

- Exe. Secy. to CMD
- Exe. Secys. to Director/CVO
- PS to all CGMs
- JGM(Fin.)-(A&E)
- All BMs
- SG, Fed. Of STCEUs, New Delhi
- SG, Fed. Of STCOAs, New Delhi
- SG, All India Fed. Of STC SC/ST Emp. Association, New Delhi
- Internal Audit Division
- Secy. Cell
- Notice Board