

GOVERNMENT OF ASSAM
FINANCE (ESTABLISHMENT-A) DEPARTMENT
JANATA BHAWAN
DISPUR, GUWAHATI-781006

No. FEG 2/2021/20

Dated, Dispur, the 18th August, 2021

OFFICE MEMORANDUM

Subject: Clarification on regularization of absence during COVID-19 epidemic lockdown period- regarding.

Government in Finance (Establishment-A) Department has been receiving proposals from the Administrative Departments for views/clarification regarding regularization of the period of Government employees who proceeded on leave, with headquarter leave permission, but could not report for duty due to non-availability of public transport/flights and restrictions on inter/intra state/district movement of persons as per State Government's orders issued from time to time to contain the spread of COVID-19 pandemic in the State. The matter has been considered and the following clarifications relating to regularization of period of absence during lockdown are issued.

Sl. No.	Situation	Clarification
1.	Govt. servants who were on official tour and were unable to return to their Headquarters (HQs) due to unavailability of public transport .	Deemed to have joined duty on the date of expiry of official tour, if intimation in any form, indicating difficulty in joining duty due to non-availability of public transport /flights, has been given by the Govt. servant to the office. The Govt. servant also must intimate his/her reporting authority immediately, on commencement of the lockdown.
2.	Govt. servants who were on leave prior to issue of lockdown orders w.e.f. 25.03.2020 and the leave ended during lockdown period.	Deemed to have joined duty from the date of expiry of leave, if intimation in any form, indicating difficulty in joining duty due to non-availability of public transport/flights, has been given by the Govt. servant to the office. In case of leave on medical grounds, this is subject to production of medical/fitness certificate. The Govt. servant also must intimate his/her reporting authority immediately, on commencement of the lockdown.P
3.	Govt. employees who left HQ on the week-end prior to lockdown, i.e., 20.03.2020 (Friday) but could not	Deemed to have joined duty on 23.03.2020, if intimation in any form indicating difficulty in joining duty due to non-availability of

	return to HQ on 23.03.2020 (Monday) due to non-availability of transport.	public transport/flights, has been given by the Govt. servant to the office. The Govt. servant must have obtained prior headquarter leave permission, before leaving headquarter.
4.	Govt. employees who were on leave prior to issue of orders on lockdown w.e.f. 25.03.2020 and the leave expired during lockdown period but who wish to curtail the leave before expiry and join duty	Curtailment of sanctioned leave may not be agreed to, unless allowed by the leave sanctioning authority only in rare cases based on official exigency. From the date following the date of expiry of leave during the period of lockdown, the employee may be deemed to have joined duty.

2. The above facility will be extended only to such employees who reported for duties at the earliest possible opportunity, on resumption of the transportation services.
3. All Departments are requested to regulate the period of absence strictly as per above clarifications without referring to Finance (Establishment-A) Department.

Sd/-

(MALAVIKA CHOUDHURY, ACS)

Additional Secretary to the Government of Assam,
Finance Department

No. FEG 2/2021/20-A

Dated, Dispur, the 18th August, 2021

Copy forwarded for information /necessary action to:-

1. The Staff Officer to the Chief Secretary to the Government of Assam, Dispur.
2. The Additional Chief Secretary/ Principal Secretary/Commissioner & Secretary/ Secretary, All Departments.
3. All Principal Secretaries of Autonomous Councils, Assam.
4. All Heads of Departments. They are requested to circulate the O.M. among the subordinate offices under their administrative control.
5. Under Secretary to the Government of Assam, Finance (Estt-B) Department. He is requested to circulate the O.M. among the Sr.F.A.'s/ F.A.'s/F&AO's/other officers under their administrative control.
6. The Accountant General, Assam, Maidamgaon, Beltola, Guwahati-29.
7. Finance (e-Governance Cell) Department with a request to upload the O.M. in the official web-site immediately.

18/8/2021

Deputy Secretary to the Government of Assam,
Finance (Estt.-A) Department