



GOVERNMENT OF KERALA

Abstract

Electronics & Information Technology Department - Centre for Development of Imaging Technology (C-Dit) - Service Rules - Amendment - Orders Issued.

ELECTRONICS & INFORMATION TECHNOLOGY (C) DEPARTMENT

G.O.(Ms)No.15/2020/ITD Dated,Thiruvananthapuram, 16/06/2020

- Read 1) G.O.(Ms) No. 17/2003/CAD dated 12.05.2003.
 2) G.O.(Ms) No. 25/2003/CAD dated 09.07.2003.
 3) Letter No. 316/A1/Admn/2017/C-DIT dated 15.09.2017 and 19.06.2018 from the Registrar, C-Dit, Chithranjali Hills, Thiruvallom, Thiruvananthapuram.

ORDER

Government have approved the Service Rules of Centre for Development of Imaging Technology (C-Dit) as per Government Order read as 1st paper above and subsequent amendments made as per Government Order read as 2nd paper above.

2. As per the letter read 3rd paper above, the Registrar, C-Dit has proposed for some amendments in the leave rules in the Service Rules of C-Dit.

3. Government have examined the proposal in detail and are pleased to approve the following amendments in the Service Rules of Centre for Development of Imaging Technology (C-Dit).

Rule No.	Existing Provision	Modification
1	2	4
2.17(14)	In the case of employees who are initially appointed on Temporary /contract basis on a time scale of pay in a post and are subsequently regularized as permanent cadre in the same post, such duty in the temporary post/Contract post for more than two years may be treated as period spent on probation for the purpose of confirmation in the permanent post. They may be confirmed in the service from the date of their permanent appointment, if found suitable otherwise.	In the case of employees who have been regularized in service against permanent posts created through Government Orders, their probation commences with effect from the date of order effecting regularization. Their prior period spent on temporary /contract basis in the post shall not be reckoned for any service benefit in regular service.

3.14	Add	Interest free loan of Rs.1 lakh shall be sanctioned to the regular employees for undergoing treatment related to Cardiovascular diseases, kidney, Liver, Cancer and for accidents involving hospitalization for more than two weeks.
4.9(b)	An employee ceases to earn such leave when the earned leave due total 240 days.	An employee ceases to earn such leave when the earned leave due amounts to 300 days.
4.9(c)	Add	Leave Rules under Appendix VIII, Part I, the Kerala Service Rules will be applicable to the employees appointed for limited period including project staff appointed on contract basis.
4.12(d)	The granting of Leave Without Allowances to an employee for periods exceeding 3 months at a time shall be decided by the Executive Committee with the approval of Government.	The Registrar shall be competent to sanction Leave Without Allowances upto a period of six months; the Director upto one year and the Executive Committee beyond one year.
4.13 (a)	A female employee may be granted maternity leave on full pay for a period of 90 days from the date of its commencement.	A female employee in regular service shall be granted maternity leave on full pay for a period of 180 days from the date of its commencement. Contract employees shall be eligible for maternity leave subject to the provisions in Note below Rule 2, Appendix VIII, Part I, the Kerala Service Rules

4.13 (e)	Add	<p>The competent authority shall grant Paternity Leave for a period up to 10 days to regular employees during the confinement of his wife for two deliveries with full pay and allowances. The grant of such leave shall be subject to the following conditions, namely:-</p> <p>(a) that the leave will be granted for a period up to 10 days before or within three months after the date of delivery.</p> <p>(b) that the leave will be granted only if the request for leave is supported by a certificate from the Medical Officer showing either the expected date of delivery or the exact date of delivery, depending on whether the leave commences before or after delivery, as the case may be.</p> <p>(c) that the leave will be allowed to be combined with other kinds of leave except Leave Without Allowance under Rule 4.23 in the leave rules of C-DIT.</p> <p>(d) that such leave will not be debited against the leave account but its details shall be entered in the Service Book of the employee.</p> <p><i>Note: Contract employees are not eligible for Paternity Leave as per the Kerala Service Rules.</i></p>
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4.16	<p>The employees in the service of the Centre may surrender the Earned Leave to their credit, subject to a maximum of 240 days, at the time of retirement from the Centre, subject to the following conditions:</p> <p>a) retirement for this purpose means retirement on attaining the normal age of Superannuation, or Voluntary Retirement, as stipulated under Rule 2.21 in Chapter 2; and</p> <p>b) employees who leave the service of the Centre on the expiry of contract/term appointments for specific periods, will also be eligible to surrender eligible Earned Leave to their credit at that time subject to a limit of 240 days.</p> <p>Note: The leave surrender for encashment will be permitted from the financial year 1993-94 only.</p>	<p>The employees in the service of the Centre including those drawing State scales of pay as well as Central/CSIR scales of pay and those appointed on Contract/Project staff will be eligible to surrender earned leave in their credit annually and / or at the time of the retirement from the service of the Centre, subject to the limit for annual and terminal surrender and other rules as decided by the Government of Kerala for its employees from time to time.</p>
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4.20(vi)	Add	<p>a) Disabled regular employees shall be eligible for special casual leave for a maximum period of 15 days at a time (including the time spent in transit both ways) to attend Artificial Limb Centre and stay in hospital for replacement/treatment of their artificial limbs. Special Casual Leave under this rule may be granted on more than one occasion in a Calendar year, if needed.</p> <p>b). All physically handicapped employees eligible to claim Conveyance Allowance shall be eligible for Special Casual Leave for a maximum period of 15 days in a Calendar year for treatment of illness connected with the physical handicap of the employee concerned in hospital or at residence on production of Medical Certificate to that effect from the authorized Medical Officers attending on them.</p> <p>c) Special Casual Leave of 15 days admissible to the disabled and the physically challenged employees under sub rules (a) and (b) above will be exclusive of intervening holidays. (Circular No.1/2016/Fin dated 08.01.2016)</p>
4.22.	<p><u>Study Leave</u></p> <p>4.22.1</p> <p>The terms and conditions for granting Study Leave for employees in C-Dit shall be the following.</p> <p>1) Study Leave may be granted to an employee only if he has rendered not less than three years service in the Centre and is not due to retire and has not got the option to retire from the service within three years of the date on which he is expected to return to duty after the expiry of the leave and such granting of leave will be subject</p>	Rule 4.22 is deleted.

to the absolute discretion of the Executive Committee.

2) The course should have direct and close connection with the sphere of duties of the employee in the Centre.

3) The Institution in which the employee undertakes his course of study should have affiliation to a recognized University or organization of similar nature like IITs, IIMs etc.

4) Normally not more than one employee from a Division / Department Project shall be granted study leave at a time.

5) The maximum amount of study leave which may be granted to an employee for a course including for dissertation project work shall not exceed 12 months in the first instance and 24 months inclusive of the period of vacation in all during his entire service.

6) An employee granted study leave in combination with any other kind of leave may, if he so desires, commence his study before the end of the other kind of leave but the period of such leave coinciding with the course of study shall not count as study leave.

7) An employee on study leave will be paid leave salary equal to the amount admissible during Half Pay Leave.

8) The dissertation/ project work of the course should be done in the Centre and for that specific period of dissertation/project work in the Centre, full salary will be paid.

9) The employee on study leave is not eligible for any other allowances.

10) The employee should complete the course within the specified period notified by the Institute/University.

11) Every employee who has been granted study leave or extension of study leave shall serve the Centre for a minimum period of five years on the expiry or termination of such leave and shall be required to execute a bond as given in Appendix 1 in non judicial stamp paper of sufficient value, before the study leave or the extension of study leave granted to him commences. The liquidated damages for breach of conditions of the bond shall be as follows.

Employee in the grade of Scientist 'B' and below - Rs. 3 lakhs

Employees in the grade of Scientist 'C' and above - Rs. 5 lakhs

4.22.2

The following rule shall be applicable for External Registration Programme requiring absence from headquarters.

1. These rules shall apply to all regular Technical and Scientific employee of the C-DIT

2. The candidates have to put in a minimum of one year's service in the Centre in order to become eligible to apply for external registration.

Note:- Employee shall not be considered for registration under the external registration scheme during the period of probation.

3. The candidate for external registration programme will be granted study leave for the minimum period prescribed for residential requirements. Leave salary during study leave shall be pay and allowances due for half pay leave. Candidates are not eligible for any other allowance during this period of residential requirement.

4. After the completion of the degree he will have to service the Centre atleast two years in case of Masters Programme and three years for Doctorate Programme.

5. If any candidate violate this condition he will be required to pay to the Centre a sum equal to twice the total salary drawn during the period of absence from the Centre in connection with the courses or an amount in proportion to the service remaining to be rendered as per the bond. He will also execute a bond to this effect.

6. The thesis works will have to be related to the ongoing sanctioned research project of the Centre.

7. Normally not more than one employee from a division / department/project shall be away from the Centre at any one time.

8. The above facilities for external registration are given on the condition that the candidate continues to do all other duties assigned to him by the competent authority like any other employee.

9. All cases of registration under these shall be reported to the Executive Committee for information.

4.23.7	Normally, Leave Without Allowances under these rules (for taking up employment) may be sanctioned only upto a maximum period of five years. This maximum period of leave that may be sanctioned to an employee during his entire service shall be limited to five years.	Normally, Leave Without Allowances under these rules (for taking up employment) may be sanctioned only upto a maximum period of 10 years. This maximum period of leave that may be sanctioned to an employee during his entire service shall be limited to 10 years. If the employee who have availed himself of the leave without allowances for a period of 10 years whether continuously or in broken periods does not return duty immediately after on the expiry of the leave, his / her service shall be terminated after following the procedure laid down in the C-DIT Rule for Disciplinary procedure. This condition shall be incorporated in every order sanctioning leave (individual sanction to be issued in all cases). Leave Without Allowances for taking up employment abroad or within India at a stretch shall not exceed 5 years.
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4) The Service Rules of C-Dit approved as per Government Orders read as 1st and 2nd paper read above stands modified to the above extent.

(By order of the Governor)
M. SIVASANKAR
PRINCIPAL SECRETARY

To:- The Registrar, C-Dit, Chithranjali Hills, Thiruvallom,
Thiruvananthapuram.
The Principal Accountant General (A&E / Audit), Kerala,
Thiruvananthapuram.
Finance Department
(vide U.O(f) No. PU-C2/169/2018-FIN (1004698) dated
09.07.2019 and 27.02.2020)
Stock File.

Forwarded /By order

Section Officer

