दक्षिण रेलवे/SOUTHERN RAILWAY

सं./No.P(R)420/P/Vol.VII

प्रधानकार्यालय/Headquarter Office
कार्मिक शाखा/ Personnel Branch
चेन्नै/Chennai - 600 003
दि./ Dated: 01-12-2016

पी बी सी सं/ PBC No:168 / 2016

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs / DPOs / SPOs / WPOs / APOs of HQ / Divisions / Wokshops / other Units, etc.,
(As per mailing list –'A')

विषय/Sub :Irregularities in payment of CELS (NR) cases.

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During the Vigilance Investigation in the aspect of payment of Cash Equivalent to Leave Salary (CELS) at the time of retirement it is noticed that there is huge overpayment due to improper accountal of leave balance at the time of sanctioning cash equivalent to leave salary for the leave balance at the employees credit at the time of retirement.

The leave availed during last month of retirement is not being deducted while arranging payment. Further it is also found that there is an excess credit of LAP & LHAP without following the proportional credit of leave for those retiring.

(i) In terms of Rule 550 of IREC – Vol.I (ACS 111) where a Railway Servant retires on attaining the normal age prescribed for retirement under the terms and condition governing his service, the authority competent to grant leave shall suo-moto issue an order granting Cash Equivalent of Leave Salary for both leave on average pay and leave on half average pay, if any at the credit of the Railway Servant on the date of retirement, subject to a maximum of 300days.

(ii) In terms of Rule 524 2(a) of IREC-Vol.I LAP credit of the half year in which a railway servant is due to retire or resign from the service shall be afforded only at the rate of 2 ½ days per completed calendar month upto the date of retirement or resignation and as per Rule 526 (3), (3) the LHAP credit to half year in which Railway Servant is due to retire or resign from service shall be allowed at the rate of 5/3 day per completed month upto the date of retirement / resignation.

In view of the irregularities explained in para (1) the following instructions are issued for strict compliance.

1.The leave availed particulars of the last month/date of the retirement month should be properly accounted and certified.

2. The credit of leave of employee is to be done on proportionate basis as per the month of retirement in terms of rule provision mentioned in para (4).

3.Before sanctioning the CELS the leave balance at the credit of the retiring employee should be invariably verified alongwith the Leave Chart by the Sanctioning Authority.

The above instructions may be scrupulously followed.

(V.SRINIVASAN)
वरिष्ठ कार्मिक अधिकारी/नियम
Senior Personnel Officer/Rules
कृते मुख्य कार्मिक अधिकारी
For Chief Personnel Officer

संलग्न/Encl: as above

प्रतिलिपि/Copy to : The Genl Secy / SRMU
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The Genl Secy / AIOBCREA
The Genl Secy / NFIR