


F.No. 1-1/Secy/2022-23
NATIONAL COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING
SRI AUROBINDO MARG, NEW DELHI - 110 016

September 28, 2022

It has been noticed that the Officials are proceeding on leave without any prior intimation to the higher authority which has been viewed very seriously by the competent authority of the Council.

Henceforth, all the HoDs of Department/Divn./Cell/Sections are hereby requested not to proceed on leave without prior approval by the competent authority. In accordance with CCS (Leave) Rule 1972, the laid down procedure must be adhered to and accordingly before proceeding on leave the charge should be handed over to the next immediate officer so that Council's work is not be hampered.


(Prof. Pratyusa Kumar Mandal)
Secretary (I/c)

To,

AS per list attached
for circulation:

~~DS - EC~~

~~US/RC~~

~~28/09/2022~~

Received today
12.00

AM
29/9/2022

S.O.C.E.P