

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.IR2/430(3)/2021-PO-III

Office of the VC & MD,
RTC House, PNBS, Vijayawada.

NOTIFICATION No: PD-09/2021 dated 09.07.2021.

Sub: LEAVE – Public Service- Regularization of hospitalization/quarantine period during COVID-19 Pandemic – Sanction w.e.f. 25.03.2020 - Reg.

Ref: G.O.MS.No.45 of Finance (HR.IV-FR&LR) Department dated: 05.07.2021

Vide G.O under reference cited, the Government of Andhra Pradesh has communicated guidelines regarding treatment of hospitalization/quarantine period of employees during COVID-19 Pandemic.

In this connection, it is to submit that the employees of APSRTC, were absorbed into Government service i.e., PTD vide G.O.Ms.No.52 dated 31.12.2019 and all rules applicable to the Government employees shall also be implemented to PTD employees also.

Therefore, keeping in view the hardships faced by the employees of PTD, it is decided to treat the period of absence due to Covid-19 as given in the G.O.Ms.No.45 dated 5.07.2021 subject to the conditions as enumerated below:

Sl. No.	Situation	Treatment of period of absence
1	When the Government servant himself is COVID Positive and is in home isolation/quarantine	(i) Shall be granted Commuted Leave up to 20 days, if due and admissible, without Medical Certificate, on mere production of his COVID positive report. (ii) If Commuted Leave is not available, he/she shall be granted Special Casual Leave (SCL) for 15 days, followed by Earned Leave (EL) or Half Pay Leave (HPL) of 5 days and, in case of EL/HPL is also not available, he/she shall be given Extra Ordinary Leave (EOL) without insisting on production of Medical Certificate, and the period shall also be counted for qualifying service.
2	When the Government servant himself is COVID positive, and is in home isolation and has also been hospitalized.	(i) Shall be granted Commuted Leave/ SCL/ EL for a period up to 20 days starting from the time having tested COVID positive, if the period of home quarantine/discharge from hospital falls within 20 days, as per Sl.No.1 above.

Continued on page.2

CHIEF MANAGER (P) &
BOARD SECRETARY

Action shall be taken accordingly.

These orders shall be applicable w.e.f. 25.03.2020. The past cases, wherever settled, shall be re-opened if the same is beneficial to the PTD employees, and where he/she makes a request in writing for review.

5	The period of Quarantine spent by Government servant, as a precautionary measure, residing in the Containment Zone.	He/she shall be treated as on duty/Work from home till the Containment Zone is de-notified.
4	When the Government Servant comes into direct contact with a COVID positive person and remains in Home Quarantine.	He/she shall be treated as on duty/Work from Home for a period of seven days. For any period beyond that, his/her attendance shall be regulated as per the instructions given by the office concerned, where he/she is working.
3	When a dependent family member of Government servant is COVID positive or parents, whether dependent or not, living with him are COVID positive.	<p>(i) Shall be granted SCL of 15 days on production of COVID positive report of dependent family member/parents.</p> <p>(ii) In case of active hospitalization of any of the family member/parents even after 15 days of the expiry of SCL, the Government Servant may be granted leave of any kind due and admissible beyond 15 days of SCL till their discharge from hospital. After discharge from the hospital of dependent family member/parents, if the Government servant wishes to avail further leave, he shall be considered for the leave due and admissible as per the A.P. Leave Rules, 1933, subject to functional requirements and sanction of leave by the Competent Authority. The Competent Authority is advised to take a liberal view in such cases and its decision in the matter shall be final.</p>
		<p>(ii) In case of hospitalization beyond the 20th day from his/her testing COVID positive, he/she shall be granted Committed leave, on production of documentary proof of hospitalization.</p> <p>(iii) If, however, after discharge from the hospital, the Government servant is required to remain at home for post COVID recovery, he/she may be granted leave of any kind due and admissible to him/her, with the approval of the concerned Competent Authority, as per the A.P. Leave Rules, 1933. It is only when the Committed Leave is not available to the credit of the Government servant that SCL of 15 days or EL or EOL shall be considered.</p>