



Dr. Amit Ray
Registrar (Addl. Chg.)

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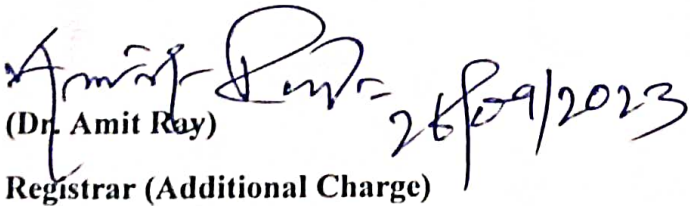
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Admissibility of Leave for Contractual Employees of Dakshin Dinajpur University

As directed by the Vice-Chancellor, the following are the leave rules for the contractual employees:

- All contractual employees may be allowed to avail 14 days casual leave in a calendar year and may enjoy University holidays accordingly. Casual Leave may grant for short period, not exceeding four days at a time and fourteen days in a calendar year on account of emergency which may arise. However, casual leave cannot be combined with any other kind of leave or Puja holidays but can be prefixed and/ or suffixed to Saturdays, Sundays and holidays provided such leave shall not exceed seven days at a time including Saturdays, Sundays and/or holidays, Casual Leave for half of the day may be granted with prior sanction.
- Contractual female employees may be granted maternity leave with full pay. Maximum of 180 days can be granted, for abortion or miscarriage 6 weeks. Medical certificate should be submitted with the application.
- 10 Days medical leave (non-accumulative) in a calendar year may be granted with full pay to the contractual employees on production of medical certificate from a registered medical practitioner.


(Dr. Amit Ray)
Registrar (Additional Charge)

Dakshin Dinajpur University

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Dakshin Dinajpur University
Balurghat, West Bengal