



No. G.12011/1/2011-F.Est
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT

OFFICE MEMORANDUM

Aizawl, the 23rd June, 2021

Subject: Treatment/regularization of hospitalization/quarantine period during COVID-19 Pandemic regarding.

After due consideration of the matter regarding treatment/regularization of hospitalization/quarantine period during COVID-19 Pandemic and in pursuance of the guidelines laid down by the Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel and Training (*Leave & Allowance Division*) vide Office Memorandum **No.13020/1/2019-Estt.(L) dated 07.06.2021**, the Governor of Mizoram is pleased to adopt the following procedures for regularization of the period of Leave of absence from duty under the following circumstances due to COVID-19 Pandemic :-

- 1. When the Government servant himself is COVID Positive and is in home isolation/quarantine (other than hospitalized) :-**
 - (i) He 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 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 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/quarantine and has also been hospitalized :-**
 - (i) He 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.
 - (ii) In case of hospitalization beyond the 20th day from his testing COVID positive, he shall be granted **Commuted Leave**, on production of **documentary proof of hospitalization**.
 - (iii) If, however, after discharge from the hospital, the Government servant is required to remain at home for post-COVID recovery, he may be granted **leave of any kind** due and admissible to him, with the approval of the concerned Competent Authority, **as per the CCS (Leave) Rules, 1972**. It is only when the Commuted Leave is not available to the credit of the Government servant that **SCL of 15 days** or **EL** or **EOL** shall be considered.
- 3. When a dependent family member of Government servant is COVID positive or parents, whether dependent or not, living with him are COVID-positive :-**
 - (i) He shall be granted **SCL of 15 days** on production of COVID-positive report of dependent family member/parents.
 - (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.

Contd...2/-

*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 CCS (Leave) Rules, 1972, 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.*

4. When the Government Servant comes into direct contact with a COVID-positive person and remains in Home Quarantine :-

*He shall be treated as **on duty/Work from Home** for a period of **seven days**. For any period beyond that, his attendance shall be regulated as per the instructions given by the Ministry/Department/Office concerned, where he is working.*

5. The period of Quarantine spent by Government servant, as a precautionary measure, residing in the Containment Zone.

*He shall be treated as **on duty/Work from Home** till the Containment Zone is de-notified.*

The Governor of Mizoram is further pleased to order that **Special Casual Leave (SCL)** to the extent that regular employees may avail different kinds of leave during Covid Pandemic as mentioned in No. 1, 2, & 3 above shall also be granted to all **approved casual employees** (Contract, Work Charged, M/R or PE) under the Govt. of Mizoram and PSUs. The period of absence from duty other than SCL in respect of Casual Employees shall also be treated as **on duty/Work from Home** at par with regular employees mentioned in No. 4 & 5 above.

These orders shall be applicable **w.e.f. 25.03.2020** and shall continue until further orders. The past cases, wherever settled, shall be re-opened if the same is beneficial to the Government servant, and where **he makes a request in writing** for review.

Sd/- VANLAL CHHUANGA

Finance Commissioner

Memo No. . G. 12011/1/2011-F.Est

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Dated Aizawl, the 23rd June, 2021

Copy to –

1. Secretary to Governor, Mizoram.
2. PS to Chief Minister, Mizoram.
3. PS to all Ministers/Speaker/Dy. Speaker/Minister of State/Vice Chairman, SPB/All Advisors to Chief Minister/Dy. Govt. Chief Whip/Vice Chairman, all SEDP Board, Mizoram.
4. PPS to Chief Secretary, Govt. of Mizoram.
5. PPS to Addl. Chief Secretary, Govt. of Mizoram.
6. All Head of Administrative Department, Govt. of Mizoram.
7. All Heads of Department, Govt. of Mizoram.
8. Principal Accountant General, Mizoram.
9. Chief Controller of Accounts, Mizoram for information and necessary action.
10. Controller, Printing & Stationeries, Mizoram *with 5(five) spare copies for publication in the Mizoram Gazette.*
11. All Officers under Finance Department for information.
12. All Treasury Officers, Mizoram for information.
13. Guard File.



(T.C. LALKHUMA)

Dy. Secretary to the Govt. of Mizoram
Finance Department(E)