

9. Extraordinary leave (leave without pay)

(1) Extraordinary leave without pay may be granted on any ground up to a maximum period of five years at a time, provided that the civil servant to whom such leave is granted, has been in continuous service for a period of not less than ten years, and, in case a civil servant has not completed ten years of continuous service extraordinary leave without pay for a maximum period of two years may be granted at the discretion of the head of his office:

Provided that the maximum period of five years shall be reduced by the period of leave on full pay or half pay, if granted in combination with the extraordinary leave.

(2) Extraordinary leave up to a maximum period prescribed under sub-rule (1) may be granted, subject to the conditions stated therein, irrespective of the fact whether a civil servant is a permanent or a temporary employee.

No.SR.II-2-56/94

Dated Lahore, the 1st December, 1994

Subject: EXTENSION IN EXTRAORDINARY LEAVE IN RELAXATION OF RULE 9 OF THE REVISED LEAVE RULES, 1981

I am directed to say that according to the existing Rule 9 of the Revised Leave Rules 1981, EOL is permissible to a civil servant for a maximum period of five years provided that the civil servant has put in more than ten years of continuous service. In case a Government servant has put in less than ten years service, Extra Ordinary Leave for maximum period of two years can be granted at the discretion of the head of the office.

With reference to Rule 9 of the Revised Leave Rules 1981, the Chief Minister has now been pleased to authorize the Finance Department to grant extension in Extra Ordinary Leave (without pay) on specific recommendations of the Administrative Department for the purpose of higher studies, on health grounds and for the reasons beyond the control of a civil servant; up to maximum limit of five years and three more years combined together in case of those who have put in more than ten years service and five years for those who have put in at least two years continuous service.

However, no request for extension in Extra Ordinary Leave beyond this period shall be entertained.
