

No. A-24011/23/2022-Estt. (Leave)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training

Old JNU Campus, New Delhi
Dated the 25th April, 2023

OFFICE MEMORANDUM

Subject: Grant of Special Casual Leave to Organ Donors - regarding.

This Department has been considering grant of Special Casual Leave to Organ Donors in the light of several references/queries received, in consultation with Ministry of Health and Family Welfare. Organ removal from a donor is a major surgery, which requires time for recovery, including both hospitalization and post hospitalization periods. Further, keeping in view the noble activity to help another human being and to promote organ donation among the Central Government employees, it has now been decided to grant a maximum of 42 days Special Casual Leave to a Central Government servant for donating their organ(s) to another human being, as a special welfare measure in public interest, notwithstanding the provision under Appendix-III of the CCS (Leave) Rules 1972 regarding grant of Special Casual Leave not exceeding 30 days in any one calendar year, on the following conditions:

- (i) Irrespective of type of surgery for removal of donor's organ, the duration of Special Casual Leave will be a maximum of 42 days as per the recommendation of Government registered medical practitioner / Doctor.
- (ii) The leave shall be granted to all types of Living Donors provided that donor had been duly approved for donation by the Government registered medical practitioner as per the Transplantation of Human Organs Act, 1994.
- (iii) The Special Casual Leave shall not be combined with any other leave except in exceptional circumstances of complications of surgery on medical recommendation by the Government registered medical practitioner / Doctor.



- (iv) Special Casual Leave shall normally be taken in one stretch starting from the day of admission in the hospital, however, in case of requirement it can be availed starting maximum one week prior to surgery on the recommendation of Government registered medical practitioner / Doctor.
- (v) Flexibility or splitting of leaves may be permitted on the recommendation of treating Government registered medical practitioner / Doctor.
- (vi) Treatment in connection with organ donation shall as far as possible be done from any Authorized Hospital. In a case where no authorized hospital is available in the area / zone of treatment and the treatment is done from a Private Hospital, production of medical certificate duly certified by concerned HOD of the Hospital is mandatory.
- (vii) "Authorized Hospital" is defined as Government Hospital or Private Hospital empanelled under Central Government Health Scheme (CGHS).

3. These orders shall be applicable to Government employees appointed to the civil services and posts in connection with the affairs of the Union of India in terms of Rule 2 of the CCS (Leave) Rules, 1972 with effect from the date of issue of this O.M.



(Sunil Kumar)

Under Secretary to the Government of India

To

All the Ministries/Departments of Government of India