



GOVERNMENT OF SIKKIM
DEPARTMENT OF PERSONNEL
GANGTOK

No: 444/GEN/DOP

Dated: 16/07/2021

OFFICE MEMORANDUM

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


In view of the guidelines issued by the Ministry of Personnel, P.G. & Pensions vide Office Memorandum No. 13020/I/2019-Estt.(L) dated 07.06.2021 for regularization of leave availed during COVID-19 pandemic, the State Government is pleased to decide and to treat the period of absence, in relaxation of Sikkim Government Service (Leave) Rules, 1982, as under:

<u>Sl. No.</u>	<u>Situation</u>	<u>Treatment of period of absence</u>
1.	When the Government servant himself is COVID Positive and is in home isolation / quarantine or has been hospitalized.	(i) He / she shall be granted Special Casual Leave upto 20 (twenty) days on mere production of his/her COVID positive report without Medical Certificate. (ii) On completion of the 20 (twenty) days Special Casual Leave, he/she shall be granted Commuted Leave, if due, without insisting production of Medical Certificate, followed by Earned Leave and in case of Earned Leave not available, he/she shall be given Extra Ordinary Leave which shall be counted for qualifying service.
2.	When a family member (dependent or not) living with him/her are COVID positive and is in home isolation / quarantine or has been hospitalized.	(i) Shall be granted Special Casual Leave upto 15 (fifteen) days without production of Medical Certificate on mere production COVID positive report of the family member (dependent or not). (ii) On completion of 15 (fifteen) days Special Casual Leave, he/she shall be granted Commuted Leave, if due, without insisting production of Medical Certificate, followed by

Earned Leave and in case Earned Leave is not available, he/she shall be given Extra Ordinary Leave which shall be counted for qualifying service.

3. When a Government servant comes into direct contact with a COVID patient and remains in Home Quarantine. : He/she shall be treated as on duty / work from Home for a period of 07 (seven) days. For any period beyond that, his / her attendance shall be regulated as per the instructions issued from time to time by Home Department and Health & Family Welfare Department.
4. 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.

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/she makes a request in writing for review.


Joint Secretary to the Government
Department of Personnel
(File No. Dy./147/US-III/DOP/2021)

Memo No. 3115 - 3118/GEN/DOP

Dt. 16/07/2021

Copy for information to:

1. All Secretaries / Head of Departments
2. Pr. Secretary to HCM
3. Director, Administrative Training Institute (ATI)
4. Additional Secretary, Home Department - with a request for publication in the Gazette
5. File and
6. Guard File.