

**ATOMIC ENERGY EDUCATION SOCIETY (REGD.)**  
(An Autonomous Body under Department of Atomic Energy, Govt. of India)  
Central Office, Western Sector  
Anushaktinagar, Mumbai 400 094

AEES/R/SCF/2011/629

May 2, 2011

**Sub: Proposal to treat the staff appointed for the post of  
Sweeper-cum-Farash as vacation staff - reg.**

Please refer to this office letter no. AEES/R/Group D/2011/7199 dated 24/02/2011 conveying to treat the staff appointed for the post of Sweeper-cum-Farash as vacation staff.

This office has received requests from the Heads of AEC Schools/JCs to engage the services of a few Sweeper-cum-Farash staff during vacation/break. All such requests have been examined by the competent authority and directed to convey the following:

- 1) The staff of Sweeper-cum-Farash should be treated as vacation staff w.e.f. 01/01/2011 and their Earned Leave (EL) account will be maintained on par with vacation staff i.e. they shall be given 10 days credit of EL in a calendar year.
- 2) They will not be eligible for Half Pay Leave (HPL).
- 3) No Compensatory Off should be granted for their work during vacation period. However, for the services they have extended during the vacation they shall be granted proportionate leave.
- 4) The services of Sweeper cum Farash should be availed in vacation / break on need base by issuing an office order specifically mentioning the period of duty i.e. from which date to which date and compensate this work by granting proportionate 50% EL for the days they worked in vacation.
- 5) In no case their total EL including proportionate EL credited to their leave account should exceed 30 days in a calendar year.
- 6) The services of Sweeper-cum-Farash should be engaged during vacation / break on rotation basis.
- 7) Considering the work load of Central Office the Sweeper-cum-Farash working in Central Office, AEES will be treated as non-vacation staff and their Earned Leave (EL) account will be maintained accordingly.

This issues with the approval of competent authority in AEES.

*(Signature)*  
(A Ganesan)  
Asst. Adm. Officer

All Heads of AEC Schools/JCs

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