



गुजरात केन्द्रीय विश्वविद्यालय
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)
CENTRAL UNIVERSITY OF GUJARAT
(Established by an Act of Parliament of India, No 25 of 2009)

Prof. H.B.Patel
Registrar (Offg.)

By Speed Post/Fax/By E-mail

F.No.1-61/2014-Admn./1037

14/08/2023

Circular No. 12/HR/2023-24

Subject: Delegation of Power for Sanctioning Leave.

Reference: Approval of Hon'ble Vice-Chancellor dated 26/07/2023

Consequent upon approval of Competent Authority, all non-teaching staff are hereby informed that the Sanctioning authority for various type of leave will be as under with immediate effect: -

	Kind of Leave	Deputy Registrar (Admin) & (A &A)	Registrar/ FO /CoE/ Concerned Officer
Group B & Group C Employees	Causal Leave	All	All
	Earned Leave	Up to 07 days	Beyond 07 days
	Half Pay Leave	Up to 15 days	Beyond 15 days
	Compensatory leave	All	All

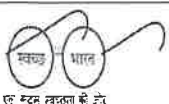
	Kind of Leave	Registrar / FO / CoE / or Concerned Officer	Vice-Chancellor
Group A Employees	Causal Leave	All	All
	Earned Leave	Up to 07 days	Beyond 07 days
	Half Pay Leave	Up to 15 days	Beyond 15 days
	Compensatory leave	All	All

All Concerned are requested to take note of it.


14/08/23
Registrar (Offg.)

Copy to:

1. All Regular Teaching and Non-Teaching Staff. (By E-mail)
2. All Deans/HoD/Section in-charge
3. VC Secretariat
4. ICT (For uploading on university website) & Samarth Portal
5. Circular File



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