

जुलाई/July 9, 2021

कार्यालय ज्ञापन/OFFICE MEMORANDUM

विषय/Subject : Grant of Study Leave under DOS (Study leave) Rules, 1979 to the employees of DOS/ISRO - delegating powers - reg.

Department of Space vide Office Memoranda No.2/6(2)/86-I (Vol.II) dated 31.03.2006 and No.A.11014/1/2009-I dated 01.04.2015 delegated powers to the following authorities to grant Study Leave to the employees in the concerned Centres/Units of DOS/ISRO.

Sl. No.	Category of Employees	Authority Competent to sanction Study Leave under the DOS Study Leave Rules
1.	Employees of VSSC, SDSC-SHAR, SAC, URSC, LPSC, MCF, IPRC and ISTRAC	Directors of VSSC, SDSC-SHAR, SAC, URSC, LPSC, MCF, IPRC and ISTRAC

2. Consequent on establishment of new Centres and also to ensure smooth functioning of Centres/Units, it has been decided to further delegate the powers to grant Study Leave to the following authorities:

Sl. No.	Category of Employees	Authority Competent to sanction Study Leave Under the DOS Study Leave Rules
1.	Employees of HSFC, NRSC & IIRS	Director, HSFC, NRSC & IIRS
2.	Employees of ISRO HQs	Scientific Secretary, ISRO

The above delegation is subject to the following: -

- Any leave in excess of the normal Study Leave of 24 months and combination of other kinds of leave proposed to be taken for prosecuting a study leading to Ph.D shall be granted only with the approval of Secretary, DOS/Chairman, ISRO.
- While exercising the above delegated powers, the concerned authorities shall ensure complying of all conditions mentioned in DOS Study Leave Rules, 1979, and as amended from time to time, and also other specific conditions prescribed for grant of Study Leave. Consistent higher grades in ACR/APAR should be an additional condition to be satisfied for granting Study Leave, including for Ph.D.

