



GOVERNMENT OF KERALA

No.48466/Spl.C2/2011/GAD.

General Administration
(Special C) Department,
Thiruvananthapuram.
Dated: 23.09.2011

CIRCULAR

Sub:- Application for Leave Travel Concession, Earned Leave and allied matters
- submission through proper channel - Instructions - Issued.

Ref:- Circular No.78827/Spl.C2/2010/GAD dated 14th December, 2010.

In the circular referred to above direction was issued to IFS Officers working on deputation/Ex-cadre posts outside the Department to route all applications for Leave Travel Concession, Earned Leave and allied matters to Government through the Principal Chief Conservator of Forests since such applications require recommendation/remarks of the Principal Chief Conservator of Forests who is the Head of Forest Force. Since IAS/IPS/IFS officers are governed by AIS rules the above direction is extended to IAS/IPS officers. IAS Officers working on deputation/Ex-cadre posts outside the Department are directed to route all applications for Leave Travel Concession, Earned Leave and allied matters to Government through the Secretary, concerned and IPS Officers working on deputation/Ex-cadre posts outside the Department to route all applications for Leave Travel Concession, Earned Leave and allied matters to Government through the Director General of Police.

Dr. P. Prabakaran,

Chief Secretary to Government.

To

All IAS officers

The Director General of Police, Thiruvananthapuram(He is requested to bring the contents of this Circular to all IFS Officers of the State Cadre).

The General Administration (SC) Department.

The Home Department

Copy to: The Principal Secretary to Chief Minister.

The Private Secretary to Chief Minister.

The PA to Additional Chief Secretary (Home&Vigilance)

SF/OC

Forwarded/By Order

SECTION OFFICER