## EXTRAORDINARY PUBLISHED BY AUTHORITY

No. 62 Imphal, Wednesday, June 25, 2025

(Asadha 4, 1947)

## GOVERNMENT OF MANIPUR SECRETARIAT: FINANCE DEPARTMENT (PAY IMPLEMENTATION CELL)

## **OFFICE MEMORANDUM**

Imphal, the 28th May, 2025

<u>Subject</u>: Adoption of Central O.M. No.13018/2/2008-Estt(L), dated 11/09/2008, regarding introduction of Child Care Leave (CCL) to women Government employees and subsequent OMs issued from time to time in this regard.

**No.12/1/2024-FD(PIC)(ii):** Consequent upon the introduction of Manipur Services (Revised Pay) Rules, 2019, and in recognition of the dual role of employees – particularly women – as professionals and caregivers, the Governor of Manipur is pleased to adopt the Central O.M. No.13018/2/2008-Estt(L), dated 11/09/2008, regarding introduction of Child Care Leave (CCL) to women Government employees and subsequent OMs issued from time to time in this regard.

- 2. Women employees and single male employees having minor children may be granted Child Care Leave (CCL) by an authority competent to grant leave for a maximum period of 730 (seven hundred thirty) days during their entire service for taking care of up to two eldest surviving children, whether for rearing or to look after any of their needs like examination, sickness, etc.
- 3. CCL shall not be admissible if the child is eighteen years of age or older. During the period of such leave, the women employees shall be paid leave salary equal to the pay drawn immediately before proceeding on leave. It may be availed of in more than one spell.
- 4. CCL may be granted at 100% of the leave salary for the first 365 days and 80% of the leave salary for the next 365 days.
- 5. CCL may be extended to single male parents who may include unmarried or widower or divorcee employees. For single female Government servants, the CCL may be granted for six spells in a calendar year. However, for other eligible Government servants, it will continue to be granted for a maximum of three spells in a calendar year. However, the leave sanctioning authorities in the Departments/Directorates under the Government of Manipur are bestowed with the power to relax up to a maximum of three spells beyond the three spells of Child Care Leave in a calendar year to women employees and single male employees in case their child is admitted in hospital as inpatient.
- 6. CCL shall not be debited against the leave account. CCL may also be allowed for the third year as leave not due (without production of medical certificate). It may be combined with leave of the kind due and admissible.
- 7. These orders shall take effect from the date of issue of this O.M.

8. This is issued pursuant to the approval by "Governor-in-Council" in its decision taken on 24/04/2025 and concurrence of DP, vide U.O. No. 10/2025-2026-DP, dated 27/05/2025.

N. ASHOK KUMAR, Commissioner (Finance), Government of Manipur.