

**RAJASTHAN HIGH COURT, JODHPUR**

**CIRCULAR**

No. **02**/P.I./2019

Date : 07.01.2019

The Government of Rajasthan vide its Notification No.F.1(6)FD/Rules/2011 dated 22.05.2018 has introduced Rule 103C under the Rajasthan Service Rules, 1951 regarding Child Care Leave of 730 days to a Female Government Servant during her entire service for taking care of her two eldest surviving children whether for rearing or for looking after any of their needs, such as examination, sickness etc. Further, the State Government has issued clarification on various issues in this regard vide Memorandum No.F.1(6)FD/Rules/2011 dated 10.09.2018.

In order to ensure proper and smooth functioning, following instructions are issued regarding sanction of **Child Care Leave to Female Employees of Subordinate Courts:-**

1. Application for sanction of Child Care Leave shall be submitted by the Female Employee in prescribed form strictly as per above Notification dated 22.05.2018 and Memorandum dated 10.09.2018.
2. The Sanctioning Authority concerned shall sanction the Child Care Leave to Female Employee only after satisfying himself that the applicant Female Employee fulfills all conditions prescribed for Child Care Leave.
3. The Sanctioning Authority shall not sanction the Child Care Leave to more than 20% Female Employee of total working strength of his office/court.
4. While sanctioning Child Care Leave, the Sanctioning Authority shall make suitable work arrangement.
5. Application for Child Care Leave shall be submitted at least three weeks prior to its commencement.
6. There shall be minimum gap of three months between two spells of Child Care Leave during a calendar year except in exceptional circumstances.
7. Besides other conditions prescribed under above Notification dated 22.05.2018 and Memorandum dated

10.09.2018, it is specifically reiterated that Child Care Leave cannot be claimed as a matter of right. Under no circumstance can any Female Employee proceed on Child Care Leave without prior sanction of the same.

BY ORDER,

  
REGISTRAR GENERAL

No. G/I/A-4(i)(a)03/19/144-145      Date : 07.01.2019

Copy forwarded to the following for information and necessary action :-

01. All the District & Sessions Judges with the request to circulate the same amongst all the Presiding Officer of their judgeship.
02. Registrar (Classification), Rajasthan High Court to upload the same on official website of this office.

  
REGISTRAR GENERAL