

175
14/12/11
12/12/11

**OFFICE OF THE DIRECTOR GENERAL OF PRISONS
PRISONS HEAD QUARTER: NEAR LAJWANTI GARDEN CHOWK
JANAK PURI: NEW DELHI.**

No.F18(668)/Estt./CJ/2011 5787-89

Dated: 12/12/11

CIRCULAR

It has been observed that prison officials are proceeding on leave without the prior permission of the competent authority. Worthy Director General of Prisons has taken a serious view in the matter and directed that no official will proceed on leave without the prior approval of the competent authority. Also, no one should leave station on weekends or on gazetted holidays without taking prior permission.

Further, the application for grant of any kind of leave including the application for Child Care Leave by female employees should be given at least 15 days in advance.

12/12/11
(R. N. SHARMA)
DY. INSPECTOR GENERAL (PRISON)

No.F18(668)/Estt./CJ/2011 5787-89

Dated: 12/12/11

Copy to:-

1. SO to DG(P)/PA to DIG(P).
2. All Supdt. Jails.
3. All the Branch-In-Charges, PHQ.

12/12/11
(R. N. SHARMA)
DY. INSPECTOR GENERAL (PRISON)