



# ASSAM ELECTRICITY GRID CORPORATION LIMITED

OFFICE OF THE MANAGING DIRECTOR

Regd. Office: (FIRST FLOOR), BIJULEE BHAWAN, PALTANBAZAR, GUWAHATI - 781001

CIN: U40101AS2003SGC007238GSTIN: 18AAFCA4973J9Z3

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No. AEGCL/MD/HR/ LEAVE ENCASHMENT/114/2022/50

Date: 09-03-2023

## OFFICE MEMORANDUM

Subject: Leave Encashment Benefit (LEB) to the resigned employees of AEGCL

The Board of Directors of AEGCL in its 94<sup>th</sup> meeting held on 13-02-2023 vide Item No. 32 has approved the Leave Encashment Benefit (LEB) to the resigned employees of AEGCL.

Therefore, the following rules are laid down regarding the grant of Leave Encashment Benefit (LEB) to the resigned employees of AEGCL:

1. Leave encashment benefit may be granted to the resigned employees of AEGCL who have completed 1 (one) year of service in AEGCL.
2. The quantum of amount to be paid as leave encashment benefit is in accordance with the CCS Leave Rules, Rule 39 6(a) (ii) which states that "If a Government servant resigns or quits service, he may be granted, suo motu, by the authority competent to grant leave, cash equivalent in respect of earned leave at his credit on the date of cessation of service, to the extent of half of such leave at his credit, subject to a maximum of 150 days".

*9/3/2023*  
General Manager (HR) i/c,  
AEGCL, Bijulee Bhawan,  
Paltanbazar, Guwahati-1.

Memo No. AEGCL/MD/HR/ LEAVE ENCASHMENT/114/2022/50 (A)

Date: 09-03-2023

Copy to:

1. P.S to the Chairman, AEGCL; for favour of kind information of Chairman, AEGCL.
2. P.S to the MD, AEGCL, for favour of kind information of MD, AEGCL.
3. All CGMs/DGMs/AGMs/REs, AEGCL.
4. CGM (F&A), AEGCL for necessary action at his end.
5. The Company Secretary, AEGCL.
6. Web Administrator, AEGCL. He is directed to upload the aforesaid office memorandum in the AEGCL website.
7. Office copy.

*9/3/23*  
General Manager (HR) i/c,  
AEGCL, Bijulee Bhawan,  
Paltanbazar, Guwahati-1.