

**SOUTH CENTRAL RAILWAY**



Headquarters office,  
Personnel Branch,  
Secunderabad: 25

No.SCR/P-HQ/478/COVID-19

Dt.09.04.2020

**DRMs/SC, BZA, HYB, GNT, GTL & NED**  
**CWMs/LGD,RYPS,TPTY**

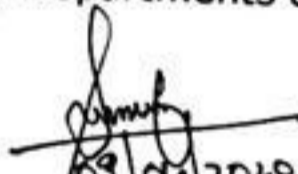
**Sub:-** Master Circular No.10-Special Casual Leave

**Ref:-** (1) Para No.7.9 - "Absence due to Bandh, Curfew & other Disturbances" of Master Circular No.10.  
(2) This office letter of even No. dt.01.04.2020.

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In continuation of this office letter of even No. dt.01.04.2020, it is informed that cases of employees who were on duty/sanctioned leave and could not come back and join duty at their concerned headquarter after completion of their duty/leave, may be dealt with in terms of Para No. 7.9 - "Absence due Bandh, Curfew & Other Disturbances" of Master Circular No. 10 on Special Casual Leave, circulated under above referred letter

Further it is informed that a list of all such employees should be maintained by each division / unit and concerned departments and forwarded to this office.

  
09/04/2020  
(G.K.S.Rao)  
Dy.CPO/Co-Ord

For Principal Chief Personnel Officer

- C/- Sr.DPOs/ SC, BZA, HYB, GNT, GTL & NED - for necessary action
- C/- WPO/LGDS, RYPS, TPYS- for necessary action
- C/- Dy.CPO/Gaz-for necessary action.
- c/- General Secretaries/SCRES & SCRUMU

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Date. 01.04.2020


DPMs/SC.BZA, HYB, GNT, GTL & NED CWMs/LGD, RYPS, TPTY

Sub :- Master Circular No 10 – Special Casual Leave

Ref:- Para No.7.9 – "Absence due to Bandh, Curfew & Other Disturbances" of Master circular No.10

The MC 10 on Special Casual Leave has certain provisions in terms of Para No.7.9 – "Absence due to Bandh, Curfew & Other Disturbances". These instructions are appended below for ready reference. These instructions may be applied as applicable.

Encl: Para No. 7.9 of MC 10

  
01/04/2020  
(G. R. S. Rao)

Dy CPO/Co-Ord

For Principal Chief Personnel Officer



Master Circular No. 10 Special Casual Leave.

**7.9 Absence due to Bandh, Curfew & Other Disturbances**

Unless any specific instructions are issued by the Board for any particular bandh, disturbances etc., HODs are competent to grant special casual leave to their staff, subject to their being satisfied that the absence is due to reasons beyond their control, in the following cases and the position should be reported to the Board after sanction:

- i. Failure of transport facilities, if the distance to be travelled is more than 3 miles/5 KMs to the place of duty;
- ii. In case of picketing or disturbances or curfew, the above condition of distance may not be insisted upon; and
- iii. Disorganization of train services either on account of train accident or floods, when no other mode of transport could have been availed of to reach the place of duty.

[Ref: E(LR)71/ST 2/9 dated 29.11.1972 E(LR)II/79 ST2/2 dated 24.08.1979, E(LR)II/81 ST 2/1 dated 03.11.1981, and E(LR)II 82/ST2/1 dated 28.04.1982]

- iv. In case of employees who proceed on leave but are unable to return to place of duty owing to dislocation of train services on account of floods, subject to their producing a certificate from the SM or supervisory staff in charge at the station nearest to the breach indicating that the employee had reported to him on a particular date and had to hold on at that station up to the time of restoration of communication. Special casual leave in such cases can be combined with any other kind of leave. (For those who proceeded on duty, such forced halts may be treated as duty.)  
[Ref: E(G)66 LE 2-38 dated 20.08.1966]
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