

University Calendar Volume I, 2017 pages 46, 53, 57 & 69 Addition of Statutes 57.3.1, 71.3.1, 76.1 & 85.1 be read as under:

## Chapter-II

### (ix) Leave in the case of Officers of Class A (Administrative officers)

#### Page 46

57.3    xxx                    xxx                    xxx

#### 57.3.1 Child Care Leave

- a) Women employees who have minor children (below 18 years) can take leave for maximum of 365 days during the complete service for child care.
- b) This type of leave can be availed for care of maximum of two children. It can be availed during their examination or if they fall sick. Documentary proof will have to be submitted for such leave.
- c) For such leave, the appropriate admissible leave salary would be given as in the cases of Earned Leave.
- d) This leave can be availed for more than one spell but there would be a maximum of 3 spells only during one calendar year.
- e) Such leave would not be given for less than 15 days.
- f) If any women employee remains absent unauthorisedly and seeks Child Care Leave, she would not be given the Child Care Leave under any circumstances.
- g) This leave would not be debited from the leave account but the account of this leave has to be maintained in standard performa. The record of this would be maintained in the Service Book of the concerned employee.
- h) Such leave cannot be claimed by the way of Right under the Punjab Civil Services Rules Volume-I Part1 and Rule 8.15 of Punjab Civil Services Rules.
- i) Such leave is to be granted like Earned leave. The prior permission for this leave has to be taken from the competent authority.
- j) The competent authority may reject this leave in public interest and can also cancel the leave granted earlier.

But the following categories of female employees do not have the right to this type of leave:-

1. Employees suspended or who are facing disciplinary action.
2. Women employees under probation. But if for some medical emergencies leave is required for urgent child care, it may be granted by the sanctioning authority considering request and merits of the case at the request of the employee. And for this kind of Child Care Leave, a medical certificate will have to be obtained duly counter signed atleast by the Civil Surgeon.
3. Employees who are working on daily wages or on work charged or appointed on contract basis.

### (x) Leave in the case of employees of Class 'B'.

#### Page 53

71.3    xxx                    xxx                    xxx

#### 71.3.1 Child Care Leave

- a) Women employees who have minor children (below 18 years) can take leave for maximum of 365 days during the complete service for child care.

- b) This type of leave can be availed for care of maximum of two children. It can be availed during their examination or if they fall sick. Documentary proof will have to be submitted for such leave.
- c) For such leave, the appropriate admissible leave salary would be given as in the cases of Earned Leave.
- d) This leave can be availed for more than one spell but there would be a maximum of 3 spells only during one calendar year.
- e) Such leave would not be given for less than 15 days.
- f) If any women employee remains absent unauthorisedly and seeks Child Care Leave, she would not be given the Child Care Leave under any circumstances.
- g) This leave would not be debited from the leave account but the account of this leave has to be maintained in standard performa. The record of this would be maintained in the Service Book of the concerned employee.
- h) Such leave cannot be claimed by the way of Right under the Punjab Civil Services Rules Volume-I Part1 and Rule 8.15 of Punjab Civil Services Rules.
- i) Such leave is to be granted like Earned leave. The prior permission for this leave has to be taken from the competent authority.
- j) The competent authority may reject this leave in public interest and can also cancel the leave granted earlier.

But the following categories of female employees do not have the right to this type of leave:-

1. Employees suspended or who are facing disciplinary action.
2. Women employees under probation. But if for some medical emergencies leave is required for urgent child care, it may be granted by the sanctioning authority considering request and merits of the case at the request of the employee. And for this kind of Child Care Leave, a medical certificate will have to be obtained duly counter signed atleast by the Civil Surgeon.
3. Employees who are working on daily wages or on work charged or appointed on contract basis.

#### **(xi) Leave in the case of Class 'C' Employees**

##### **Page 57**

76    xxx                xxx                xxx

##### **76.1 Child Care Leave**

- a) Women employees who have minor children (below 18 years) can take leave for maximum of 365 days during the complete service for child care.
- b) This type of leave can be availed for care of maximum of two children. It can be availed during their examination or if they fall sick. Documentary proof will have to be submitted for such leave.
- c) For such leave, the appropriate admissible leave salary would be given as in the cases of Earned Leave.
- d) This leave can be availed for more than one spell but there would be a maximum of 3 spells only during one calendar year.
- e) Such leave would not be given for less than 15 days.
- f) If any women employee remains absent unauthorisedly and seeks Child Care

Leave, she would not be given the Child Care Leave under any circumstances.

- g) This leave would not be debited from the leave account but the account of this leave has to be maintained in standard performa. The record of this would be maintained in the Service Book of the concerned employee.
- h) Such leave cannot be claimed by the way of Right under the Punjab Civil Services Rules Volume-I Part1 and Rule 8.15 of Punjab Civil Services Rules.
- i) Such leave is to be granted like Earned leave. The prior permission for this leave has to be taken from the competent authority.
- j) The competent authority may reject this leave in public interest and can also cancel the leave granted earlier.

But the following categories of female employees do not have the right to this type of leave:-

1. Employees suspended or who are facing disciplinary action.
2. Women employees under probation. But if for some medical emergencies leave is required for urgent child care, it may be granted by the sanctioning authority considering request and merits of the case at the request of the employee. And for this kind of Child Care Leave, a medical certificate will have to be obtained duly counter signed atleast by the Civil Surgeon.
3. Employees who are working on daily wages or on work charged or appointed on contract basis.

**(xii) Leave in the case of University Teachers.**

**Page 69**

85.   xxx                   xxx                   xxx

**85.1 Child Care Leave**

- a) Women employees who have minor children (below 18 years) can take leave for maximum of 365 days during the complete service for child care.
- b) This type of leave can be availed for care of maximum of two children. It can be availed during their examination or if they fall sick. Documentary proof will have to be submitted for such leave.
- c) For such leave, the appropriate admissible leave salary would be given as in the cases of Earned Leave.
- d) This leave can be availed for more than one spell but there would be a maximum of 3 spells only during one calendar year.
- e) Such leave would not be given for less than 15 days.
- f) If any women employee remains absent unauthorizedly and seeks Child Care Leave, she would not be given the Child Care Leave under any circumstances.
- g) This leave would not be debited from the leave account but the account of this leave has to be maintained in standard performa. The record of this would be maintained in the Service Book of the concerned employee.
- h) Such leave cannot be claimed by the way of Right under the Punjab Civil Services Rules Volume-I Part1 and Rule 8.15 of Punjab Civil Services Rules.
- i) Such leave is to be granted like Earned leave. The prior permission for this leave has to be taken from the competent authority.
- j) The competent authority may reject this leave in public interest and can also cancel the leave

granted earlier.

But the following categories of female employees do not have the right to this type of leave:-

1. Employees suspended or who are facing disciplinary action.
2. Women employees under probation. But if for some medical emergencies leave is required for urgent child care, it may be granted by the sanctioning authority considering request and merits of the case at the request of the employee. And for this kind of Child Care Leave, a medical certificate will have to be obtained duly counter signed atleast by the Civil Surgeon.
3. Employees who are working on daily wages or on work charged or appointed on contract basis.

**University Calendar Volume I, 2017 page 99 Addition of Statute 6.5 be read as under:**

6.5 The amount of Contributory Provident Fund of employees working in the University Press on adhoc basis shall be sent to Provident Fund Commissioner, Amritsar.

Amendment in Statute 1.3 be read as under:

<b><u>Present Statute</u></b>	<b><u>Approved Statute</u></b>
<p>1.3 The educational Institutions and Colleges situated in the Districts of Amritsar, Jalandhar, Gurdaspur and Kapurthala, are deemed to be associated with and admitted to the privileges of the University with effect from the 30th day of June, 1970. These Institutions shall observe the conditions for admission to the privileges of the University, failing which the rights conferred may be withdrawn.</p>	<p>1.3 The educational Institutions and Colleges situated in the Districts of Amritsar, Jalandhar, Gurdaspur and Kapurthala, are deemed to be associated with and admitted to the privileges of the University with effect from the 30<sup>th</sup> day of June, 1970. <u>In addition to this, the educational Institutions and Colleges situated in the new districts (notified by the State Government) i.e. Tarn Taran, Shaheed Bhagat Singh Nagar and Pathankot shall be affiliated/associated with and admitted to the privileges of the University. All Educational Institutions shall observe the conditions for admission to the privileges of the University, failing which the rights conferred may be withdrawn.</u></p>

**Amendment in Statute 4.3(a) &  
Deletion of Statute 4.3(d) as under:**

<u>Present Statutes</u>	<u>Approved Statutes</u>
<p><b>Page 5</b> <b>Faculties</b> 4.1-4.2    xxx            xxx            xxx</p> <p>4.3 (a) Every Faculty other than the Faculty of Medical Sciences, <b>Faculty of Agriculture and Forestry</b> and the single department Faculties shall consist of the following members:</p> <p>(i) Dean of the Faculty. (ii) All Heads of the University Departments of Studies in the Faculty. (iii) All Heads of the post-graduate Departments in the Faculty from the Colleges admitted to the privileges of the University. (iv) All University Professors and University Associate Professors in the Faculty. (v) All the Chairmen/Chairpersons of the Boards of Studies in the Faculty concerned. (vi) One Assistant Professor, by rotation according to seniority, from each University Teaching Department in the Faculty. (vii) One teacher having a minimum experience of 5 years of teaching from each College out of the teachers of the subject or subjects assigned to the Faculty, by rotation according to age.</p>	<p><b>Page 5</b> <b>Faculties</b> 4.1-4.2    xxx            xxx            xxx</p> <p>4.3 (a) Every Faculty other than the Faculty of Medical Sciences and the single department Faculties shall consist of the following members:</p> <p style="text-align: center;"><b>No Change</b></p>
<p><b>Page 7</b></p> <p>4.3(d) The Faculty of Agriculture and Forestry shall consist of the following:</p> <p>(i) Vice-Chancellor...        <i>ex-officio</i>. (ii) Dean of the Faculty of Agriculture and Forestry (iii) All Heads of the Departments from the College/s admitted to the privileges of the University in the Faculty. (iv) Five persons having expert knowledge of subjects concerned nominated by the Vice-Chancellor.</p>	<p><b>Page 7</b></p> <p style="text-align: center;"><b>Deleted</b></p>

University Calendar Volume I, 1999 page 127 & 128

University Calendar Volume I, 2007 page 134 & 135

University Calendar Volume I, 2017 page 137 & 138

Amendment in Statute 27.3, 27.5 & 27.8 as under:

<b>Statute 27.3</b>			
<b>Existing Statute</b>		<b>Approved Statute</b>	
<p>Heads of the Department shall be competent to incur expenditure against</p> <p>(i) non-recurring provision made in the budget for a clearly defined object, provided the amount does not exceed Rs. 25000. Where the amount exceeds Rs. 25000, previous sanction of the Vice-Chancellor shall be obtained.</p> <p>(ii) recurring provision in respect of the following for the amounts noted against each</p>		<p>Heads of the Department shall be competent to incur expenditure against</p> <p style="text-align: center;">---NO CHANGE---</p> <p>(ii) ---NO CHANGE---</p>	
Heads of Expenditures	Any individual bill upto Rs.	Heads of Expenditures	Any individual bill upto Rs.
a. Binding	1,500	a. Binding	2,000
b. Chemical and/or Apparatus	10,000	b. Chemical and/or Apparatus	20,000
c. Furniture	3,000	c. Furniture	3,000
d. Hot and Cold Weather Charges	1,500	d. Hot and Cold Weather Charges	2,000
e. Postage	2,000	e. Postage	5,000
f. Repairs to University's movable property	1,500	f. Repairs of University's movable property	5,000
g. *Stationery	3,000	g. *Stationery	3,000
h. Printing	2,000	h. Printing	2,000
i. Contingencies for items not specified - any individual item upto	2,000	i. Contingencies for items not specified - any individual item upto	5,000
j. Electricity Charges, Municipal taxes (Octroi, terminal or other rates/taxes levied by the Statutes or local rule or order)	Amount of bill received	j. Electricity Charges, Municipal taxes (Octroi, terminal or other rates/taxes levied by the Statutes or local rule or order)	Actual Amount of bill
k. Medical Assistance	As admissible under the rules	k. Medical Assistance	As admissible under the rules
l. Refund of Securities	As admissible under the rules	l. Refund of Securities	As admissible under the rules



**Statute 27.5**

Existing Statute	Approved Statute
<p>Quotations/tenders shall be invited for all purchases exceeding Rs. 2000/-. The Head of the Department shall prepare a comparative statement of the rates obtained and place the order of his requirements with the lowest tenderer. Where the lowest quotation/tender is not accepted, the sanction of the Vice-Chancellor shall be obtained before placing the order giving the reasons for accepting the higher quotation/tender.</p> <p>Provided that it shall not be necessary to invite quotations/tenders in the following cases:</p> <p>(i) Purchases made on the spot selection by a committee of senior officers/Heads of the Department appointed by the Vice-Chancellor for specified purchases, where the aggregate value of such purchases does not exceed Rs. 50,000/-</p> <p>This limit would, however, not apply to the purchases of building material for the construction Department.</p> <p>Provided further that before making such purchases, the committee shall obtain a certificate from the Vice-Chancellor that purchase on the spot selection is necessary and is in the interest of the University.</p>	<p>Quotations/tenders shall be invited for all purchases <b>exceeding Rs. 5000/- except purchases made under Statute 27.3 ii (b).</b> The Head of the Department shall prepare a comparative statement of the rates obtained and place the order of his requirement with the lowest tenderer. Where the lowest quotation/tender is not accepted, the sanction of the Vice-Chancellor shall be obtained before placing the order giving the reasons for accepting the higher quotation/tender.</p> <p>Provided that it shall not be necessary to invite quotations/tenders in the following cases:</p> <p>(i) Purchases made on the spot selection by a committee of senior officers/Heads of the Department appointed by the Vice-Chancellor for specified purchases, where the aggregate value of such purchases does not exceed <b>Rs. 1,00,000/-</b></p> <p>This limit would, however, not apply to the purchases of building material for the Construction Department.</p> <p>Provided further that <b>while submitting proposals for purchases through the committee, the Head of the Department/Officer concerned shall certify that purchase on the spot selection is necessary and is in the interest of the University.</b></p>

**Statute 27.8**

Existing Statute	Approved Statute
<p>The Heads of the Departments may be allowed to Rs. 5000/- for Science Departments and Rs. 2000/- to Arts Departments as imprest.</p>	<p>The Heads of the Departments <b>under the Faculties of Sciences, Applied Sciences and Life Sciences</b> may be allowed Rs. 10000/- and <b>of other Faculties</b> Rs. 3000/- as imprest</p>

