

No. 28/65-IH(7)-2020/ 10647  
Chandigarh Administration  
Department of Personnel

Chandigarh dated the 1/10/2020

To

All the Administrative Secretaries/  
Heads of Departments/ Offices/  
Boards/ Corporations  
Chandigarh Administration

**Subject: Clarification regarding Quarantine Leave during COVID-19 epidemic**

\*\*\*\*\*


Sir/Madam

I am directed to address you on the subject noted above and to state that several references/queries have been received from various departments regarding quarantine leave to the employees who have tested positive for COVID-19 or quarantined as per directions of the Government. The matter has been considered and following has been decided by this Administration:-

- a) Employees who have tested positive for COVID-19 or their place of residence have come in containment or buffer zone and cannot attend office, shall be granted Quarantine leave for a maximum period of 30 days in terms of the provisions of the Punjab Civil Services Rules. If for reasons beyond their control, an employee is still unable to attend the office after 30 days of Quarantine leave, he/she shall be granted ordinary leave.
- b) Employees whose family have been tested positive for COVID-19 and who cannot attend office, shall be granted Quarantine leave in terms of the Appendix-17 under heading Quarantine Leave of the Punjab C.S.R. Volume-I, Part-2.
- c) The contractual/ outsourced staff/ daily wage/work charged/Consultants, etc. shall also be paid salary/consultancy fee/ honorarium without any deduction for their absence from work due to reasons mentioned in (a) & (b) above.

2. You are advised to regulate the period of absence of officers/officials working under your control strictly as per above clarifications and unnecessary references to Department of Personnel on the subject may be avoided.

Yours faithfully

  
Superintendent Personnel  
for Adviser to the Administrator  
Union Territory, Chandigarh