

PROCEEDINGS OF THE SECRETARY:: A.P.R.E.I.SOCIETY(R):: HYDERABAD

Present:- Sri.G.Gopal Reddy, M.A., M.Ed.,

Rc.No.6186/A3-2/11

Dt.23-01-2012

Sub:- Estt., APREI Society (Regd), Hyderabad – Certain instructions regarding the joining the staff after availing long leave – Issued – Reg.

Ref:- Service Rule of the Society under Rule-9

It has been brought to the notice of the undersigned that most of the Principals of APR Schools are sending the staff, who have availed long leave, to get permission to join the institution from the Secretary, APREIS.

As per Service Rule of the Society under Rule-9, the Principals empowered to sanction leave up to 90 days at his discretion without suffering the work of the institution and if the leave exceeded 90 days , he has to send the proposals by mentioning details , such as period of leave, whether the Principal permitted the employee to go to leave etc.

Therefore, all the Principals of APRE Institutions are hereby instructed to instruct the employees accordingly and direct them to submit joining reports well in advance to obtain permission from the Secretary as per rules. No waiting period will be allowed to those employees who submitted joining report after /on the expiry of leave. The Principals should send the proposals for the sanction of the leave along with his remarks.

Receipt of the proceedings should be acknowledged.

Sd/- G.Gopala Reddy,
SECRETARY.

To
All the Principals/Spl.Officers of APRE Institutions in the State.

//t.c.f.b.o.//


SUPERINTENDENT.