

01st July 1997

Vice-Chancellors of Universities,
Rectors of Campuses,
Directors of Institutes.

**LEAVE TO TEACHERS TO ATTEND SEMINARS, CONFERENCES & WORKSHOPS AnD
TRAINING PROGRAMMES**

The University Grants Commission has decided to amend the regulations governing the above matter and accordingly paragraphs 21 and 22 of Commission Circular No.74 dated 28th April 1980 are amended as follows:-

Leave to Teachers to attend Seminars, Conferences & Workshops and Training Programmes

21

Teachers may be granted overseas leave with pay during term time to attend seminars, conferences & workshops and training programmes for periods specified below provided that such attendance will be of benefit to the Higher Educational Institution concerned but will neither involve expenditure nor adversely affect such teacher's services to the Institutions :

- (a) up to 30 days in an academic year to attend conferences, workshops, seminars and similar meetings irrespective of the number of visits made for such purposes; **And**
- (b) up to 30 days in an academic year to participate in training programmes irrespective of the number of visits made for such purposes;

Provided that the maximum period of overseas leave granted for (a) and (b) above does not exceed a total of 45 days during term time in the academic year concerned.

22 The above decisions will apply only to leave taken during term time. The provisions regarding vacation leave to teachers as set out in paragraph 24(1) will remain unchanged.

The above amendments are effective from 01st July 1997. Please take action accordingly