



## GOVERNMENT OF KERALA

### Abstract

Finance Department – Cancellation of surrender of earned leave and re-crediting of unavailed surrender of earned leave to the leave account - Clarification - Orders issued.

---

### FINANCE (RULES-B) DEPARTMENT

G.O. (P) No. 54/2024/FIN

Dated, Thiruvananthapuram, 11-07-2024

Read:- G.O. (P) No. 128/2016/Fin, dated 01/09/2016

### ORDER

As per the Government Order read above, surrender of earned leave once sanctioned cannot be cancelled and the earned leave so debited cannot be re-credited to the leave account of the officer. However, since surrender of earned leave is now being processed online, cases of erroneous sanction due to technical reasons have been reported with requests to cancel the surrender once sanctioned.

Government have examined the matter in detail and are pleased to modify the Government order read above, by allowing one time cancellation of surrender of earned leave sanctioned but not encashed, within a period of one month from the date of sanction. The earned leave so debited will be re-credited to the leave account of the officer. Past cases settled otherwise, if any, will not be reopened.

The Chief Project Manager, SPARK will make modifications in the software for the purpose, if found necessary. DDOs/Leave Sanctioning Authorities will ensure eligibility of the officer and availability of leave at credit before issuing orders sanctioning surrender of earned leave.

By order of the Governor,

MIR MOHAMMED ALI IAS

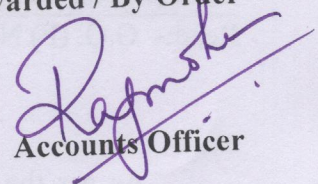
SPECIAL SECRETARY AND OFFICER ON SPECIAL DUTY (FINANCE)

To

The Principal Accountant General (A&E), Kerala, Thiruvananthapuram.  
The Accountant General (Audit-II), Kerala, Thiruvananthapuram.  
All Additional Chief Secretaries/Principal Secretaries/Secretaries/Special Secretaries/Additional Secretaries/Joint Secretaries/Deputy Secretaries/Under Secretaries to Government.  
The Secretary to Hon'ble Governor, Raj Bhavan.  
The Private Secretary to Hon'ble Speaker/Deputy Speaker of the Legislative Assembly.  
The Private Secretaries to Hon'ble Chief Minister and Hon'ble Ministers.  
The Private Secretary to Hon'ble Leader of Opposition.  
The Additional Secretary to the Chief Secretary.

All Heads of Departments / Offices.  
All Departments and Sections of the Secretariat including Law.  
The Director of Treasuries, Thiruvananthapuram.  
The Advocate General, Kerala, Ernakulam.  
The Director, State Audit Department.  
The Secretary, K.P.S.C., Thiruvananthapuram.  
The Registrar, High Court of Kerala, Ernakulam.  
The Registrars of all Universities in Kerala.  
The Nodal Officer, [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in).  
The Chief Project Manager, SPARK.  
The Web and New Media, Information & Public Relations Department.  
The Stock File/Office Copy (E-2774530, SPK-A1/67/2024-Fin).

Forwarded / By Order

  
Accounts Officer