



GOVERNMENT OF KERALA

Finance Department - Periodical Surrender of Earned Leave for the Financial Year 2025-26 - Orders issued.

FINANCE (RULES-B) DEPARTMENT

G.O.(P)No.36/2025/FIN

Dated, Thiruvananthapuram, 27-03-2025

- Read 1. G.O. (P) No. 136/2022/Fin., dated 04.11.2022.
 2. G.O. (P) No. 23/2024/Fin., dated 16.03.2024.
 3. Circular No. 42/2024/Fin dt. 04/07/2024.
 4. Circular No. 55/2024/Fin dt. 02/09/2024.

ORDER

In continuation of the regulations imposed vide Orders read above, periodical surrender of earned leave for the financial year 2025-26 by all categories of employees and teachers (in State/UGC/AICTE/NJPC scales) will be allowed to be credited in the Provident Fund account of the employees concerned, with effect from 01/04/2025 subject to the condition that the amount thus credited will be withdrawn after a lock in period of four years (01/04/2025 to 31/03/2029).

2. The periodical surrender of earned leave for the financial year 2025-26 in respect of those employees who do not have Provident Fund account including temporary employees and those under the Employees Provident Fund Scheme / Contributory Provident Fund Schemes (with both employer and employee contributions) shall be paid in cash with effect from 01/04/2025.

3. This order will be applicable to the employees in Government Departments, various Universities in Kerala, Local Self Government Institutions, Grant-in-Aid Institutions, Autonomous Bodies, Statutory Undertakings, Welfare Boards, Co-operative Institutions, Apex Societies, Public Sector Undertakings, Aided Educational Institutions, Constitutional Bodies drawing salary from the consolidated fund of the State and all other institutions constituted / controlled by the State Government as reiterated vide Government Order read 1st above.

4. Last grade servants (including Office Attendants in Subordinate Services), Part-time Contingent Employees, Municipal Contingent Employees, Office Attendants and Cooks in the personal staff of Hon'ble Chief Minister, Hon'ble Ministers, Hon'ble Leader of Opposition and Hon'ble Chief Whip will be exempted from the operation of this order.

5. This order will not affect admissible terminal surrender of earned leave.

6. The Chief Project Manager, SPARK will make modifications in the software for the purpose, if found necessary.

7. All Heads of Departments/Drawing and Disbursing Officers and Treasury Officers will ensure strict compliance of this order. Any laxity in this regard will be viewed seriously and pecuniary loss sustained to Government / Institutions on account of sanction of surrender of earned leave in contravention to the orders issued will be recovered with penal interest from the officers responsible as stipulated in para (ii) of the Government Order read 1st above.

(By order of the Governor)
LAKSHMI RAGHUNATHAN
ADDITIONAL SECRETARY

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, Kerala 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 Secretaries of all Commissions.
 The Managing Directors / General Managers of all Government Companies / PSUs / Boards / Corporations.
 The Nodal Officer, 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-1491187, RULES-B1/12/2020-FIN).

Forwarded /By order

Accounts Officer