



# भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

( पोत परिवहन मंत्रालय, भारत सरकार )

मुख्यालय : ए-13, सैक्टर-1, नोएडा-201 301, (उ० प्र०)

## INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

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No. IWAI-12035/49/2020-AS(AE)

Dated 10<sup>th</sup> November, 2020

### CIRCULAR

**Sub: Grant of leave on account of tested positive due to COVID-19 & self-quarantine - reg.**

In continuation of Office Memorandum No. IWAI/PR/Bldg./Admin.106/2020 dated 3.11.2020, the approval of the Competent Authority is hereby conveyed that all those employees seeking leave on account of tested positive due to COVID – 19 and for self-quarantine themselves will have to obtain recommendation of their Wing Head and prior approval from the Competent Authority.

2. Those employees who have been tested positive will attend office only after getting COVID - 19 negative test report. All the employees whether on COVID positive (or) self-quarantined shall be on Medical leave/ E.L or any other leave admissible as per Leave rule. The leave sanctioning authorities are advised to sanction leave admissible whenever any request is made by individuals for such leave to self-quarantine as a precautionary measure.

This issues with the approval of the Competent Authority.

(Ajay Kumar)

Assistant Secretary (Estt.)

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- ii. Director, IWAI, Kolkata /Kochi/Guwahati/Vijayawada.
- iii. Deputy Director, IWAI, Patna
- iv. Officer-in-charge of Sub-office – Varanasi, Allahabad, Sahibganj
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