

ALL INDIA INSURANCE EMPLOYEES' ASSOCIATION
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(E-mail: aiieahyd@gmail.com)

Cir. No. 28 / 2020

29th July, 2020

To
All the Zonal / Divisional / State / Regional Unis

Dear Comrades,

Joint Front letter to Chairman, LIC on classification of absence during Lockdown

The Joint Front of major trade unions in LIC of India have written a letter to Chairman, LIC of India suggesting certain measures regarding classification of absence during Lockdown period.

We append hereunder the letter cited above which is self-explanatory.

This is for your information.

With greetings,

Comradely yours,



General Secretary.

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FEDERATION OF LIC CLASS I OFFICERS' ASSOCIATIONS
NATIONAL FEDERATION OF INSURANCE FIELD WORKERS OF INDIA
ALL INDIA INSURANCE EMPLOYEES' ASSOCIATION

The Chairman
L.I.C. of India
Central Office
MUMBAI

Date:29.07.2020

Dear Sir,

Re: Classification of Absence during Lockdown due to COVID-19

This has reference to our letter dated 28.05.2020 on the subject matter cited above. We are deeply disturbed over the fact that no tangible development has taken place on the issue even after two months of writing to you.

We had reasoned in our letter that all involuntary absence during the lockdown period should be treated either as Quarantine Leave or Special Leave. Our basic contention was that absence of the employees should be viewed in the larger context of the extraordinary

situation created by the pandemic. It has always been our position that the absence of employees should be viewed through the prism of whether the reasons for absence were beyond the control of the employees or not. There is no disputing that the absence in majority of the cases was beyond the control of the employees because employees could not attend office due to the lockdown. Many public sector organisations have, in the meanwhile, come out with clear cut guidelines on the issue of treatment of absence where Special Leave has been granted in a majority of cases. We would request you to kindly apply similar yardsticks in our institution and give some relief to the employees in keeping with LIC's longstanding image as a model employer.

As pointed out in our previous letter dated 28.05.2020, treating the period of involuntary absence as EOL would be particularly harsh for the new recruits/probationers. They do not have any leave to their credit. Treating their absence as EOL would be akin to punishing them for the entire service period because EOL would essentially mean postponement of the NGL. Similarly, employees on the verge of superannuation would also have to lose a huge sum of money by way of leave encashment quantum apart from postponement of NGL due, if any.

In view of this, we place herein below our concrete suggestions on treatment of different types of absence during the lockdown period keeping the interest of the employees and that of the institution in mind.

Sl. No.	Case	Suggested Method of Regularisation
1.	Employees on sanctioned leave prior to the issue of lockdown orders (dated 25.03.2020) and their leave ended during the lockdown period	Employee shall be deemed to have joined duties on expiry of period of sanctioned leave.
2.	Employees on sanctioned leave prior to the issue of lockdown orders and their leave ended on 20.03.2020 but could not join duty because lockdowns were already in place in some States by that time	Deemed to have joined duties on 25.03.2020 treating the period of absence from 21.03.2020 to 24.03.2020 as Quarantine Leave/ Special Leave
3.	Employees who ordinarily live in their headquarters but left office on week end on 21 st March 2020 (22 nd March being a Sunday and the day of the Janata Curfew) but could not come back because some States had already declared lockdown and Public Transport had stopped plying and even Metro and Sub Urban Trains had stopped running w.e.f. 22 nd March 2020; midnight	Deemed to have joined duties on 25.03.2020, treating the period of absence from 23.03.2020 to 24.03.2020 as Quarantine Leave/ Special Leave
4.	Employees who did not come to the Office on 23 rd /24 th March 2020, because the LIC had already issued instructions dated 22 nd March 2020 asking employees of 75 locked down Districts to work from home	Work from Home

5.	Employees unable to attend office due to curfew imposed in the area of their residence/ Employees live in a place which falls across the District or State Border and could not travel due to sealing of border by the government authorities/ Employees could not attend office due to stoppage of movement as either the Office or Residence was under Containment Zone	Special Leave/ Quarantine leave
6.	Employees unable to report for duty as per the Roster and Development Officers who could not attend office, after relaxation of lockdown from 20 th April 2020 onwards due to non-availability of public transport, restrictions on inter-state movement and other reasons	Employee shall apply leave due for the days when his/her name was included in the Roster but was unable to attend office. Special Leave/Quarantine Leave should be granted to Development Officers
7.	Employees with Disabilities/ Pregnant Employees/ Employees with serious ailments and high health risk	Special Leave as per DOPT Circular dated 27 th March 2020
8.	Employees are on Home Quarantine on medical advice	Quarantine Leave
9.	Employees on Suggested Quarantine by the Office	Special Leave/ Quarantine Leave

The Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pensions of the Government of India has come out with a Notification yesterday which is broadly in conformity with what we have suggested above. We request your personal intervention in the matter for an early and favourable response.

Thanking You,

Yours faithfully

Sd/-
S. Rajkumar
General Secretary
Federation of LIC
Class I Officers' Associations

Sd/-
Vivek Singh
Secretary General
NFIFWI

Sd/-
Shreekant Mishra
General Secretary
AIEA