E-office

संजय गाँधी स्नातकोत्तर आयुर्विज्ञान संस्थान
Sanjay Gandhi Postgraduate Institute of Medical Sciences

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PGI/ER/ACAD/3610 /2026 Dated:- 17-11-2026

OFFICE ORDER

Under provisions of the Section 41 (1) (F) & Section 22 (3), Clause 88 (1) of Institute's 1st Regulation 2011 "Employees, Officers and Faculty members of the Institute shall be entitled for such leaves as are permissible to Employees, Officers and Faculty members of the All India Institute of Medical Sciences, New Delhi".

On the basis of the information received from All India Institute of Medical Sciences, New Delhi vide letter No. F.20-1/2026(Misc)Inform.required by SGPGI,Lucknow/ for VacationEstt.-I dated 22/10/2026, the Faculty members of the Institute will be eligible for Earned Leave in following manners:-

Summer Vacation will be granted to eligible Faculty members in two halves i.e. from 16th May to 14th June (1st half) and 16th June to 15th July (2nd half). Similarly, Winter Vacation is granted to eligible Faculty members in two halves i.e. from 23rd December to 31st December (1st half) and 2nd January to 10th January (2nd half).

- If any eligible faculty member does not avail any half of summer & winter vacation, he will be given 20 days Earned Leave (8+8+2+2). 10 days Earned Leave (5 days in January & 5 days in July) will also be credited to his leave account in January & July.
- If, any eligible faculty member avails total vacation period (60 days in summer & 18 days in winter), his/her leave account will be credited with 5 days Earned Leave in January & 5 days Earned Leave in July- total 10 days in a year.

Newly joined Faculty members will also be eligible for Earned Leave of total 10 days (1st January- 5 Days EL & 1st July- 5 days EL), subject to their Date of Joining, as per the above given dates of the month of January & July of the year respectively.

This issues with the approval of Director, SGPGIMS.

(Col. Varun Bajpai, VSM)
Executive Registrar

Copy forwarded for information & necessary action to following:

1. All Faculty members, SGPGI.
2. Director, SGPGI.
3. Additional Director, SGPGI.
4. Dean, SGPGI.
5. Finance Officer, SGPGI.
6. Head, Biostatistics & Health Informatics, SGPGI, with the request to upload this Office Order in Institute's website.
7. Concerned File.

(Col. Varun Bajpai, VSM)
Executive Registrar