

MOST URGENT



NO.SO (E-II)/L&DD/5-130/06(M-190)
GOVERNMENT OF THE PUNJAB
LIVESTOCK & DAIRY DEVELOPMENT
DEPARTMENT

Dated Lahore the 22nd February, 2021

042-99210532

sectione2ladd@gmail.com

To,

1. The Director General (Ext.),
L&DD, Punjab, Lahore.
2. The Director General (Res.),
L&DD, Punjab, Lahore.
3. The Director General (Prod.),
L&DD, Punjab, Lahore.
4. The Director General
(Ext., Res. & Prod.),
L&DD, South Punjab.
5. The Director (ADDRS),
Lahore.
6. The Director (P&E),
L&DD, Lahore.
7. The Director (C&E),
L&DD, Lahore.

Subject: **POLICY GUIDELINES REGARDING STUDY LEAVE WITHIN
COUNTRY / ABROAD**

Apropose to the subject noted above.

2. Competent Authority has been pleased to direct that following policy directions may be circulated to all lower formations that **"no officer / official will proceed on study leave in future without seeking explicit approval and even with the provision of NOC for admission in any program issued by the Administrative Department."**
3. All supervisory officers shall strictly ensure implementation of this policy and proceeding with out formal approval will be considered willful absence and on not reporting such cases supervisory officer will be held responsible.
4. This is issued with the approval of Competent Authority.


SECTION OFFICER (HR-II)