



GOVERNMENT OF ODISHA
HEALTH & FAMILY WELFARE DEPARTMENT

No. 24985 /H.,
HFW-MSII-AESTT-0011-2023

Dated: 12.10.2023

From

Shalini Pandit, IAS
Commissioner-cum-Secretary to Government

To

Director, Capital Hospital, Bhubaneswar/ Director, RGH, Rourkela
All CDM & PHOs/ CMMO, BMC Hospital, Bhubaneswar
Superintendent of all SDHs/ CHCs

Sub: Guidelines for allowing off-day/ holiday in lieu of notified public holidays in favour of Odisha Medical & Health Service (OMHS) Cadre Medical Officers performing duty in Government Health Institutions.

Sir,

In order to ensure a uniform and transparent system of leave allocation amongst Medical Officers of the OMHS cadre working at District Headquarter Hospitals and other peripheral Health Institutions under the administrative control of CDM & PHOs, the Government have been pleased to allow off-days in lieu of notified public holidays with the following conditions:-

1. An OMHS Cadre officer, who attended duty on a designated public holiday(s) notified by the State Govt. will be allowed to avail equal number of alternative off days in the same month, subject to availability of adequate HR at the health facility.
2. For smooth functioning of the Hospitals and to provide proper health care to the general public of Odisha, the Superintendent / Medical Officer In-charge of the facility shall make a roster arrangement for that month, to ensure that all working hours are adequately covered.
3. The required number of alternate off-days in lieu of performing duty on notified holidays will be decided by the Superintendent taking into account the availability of HR at the health facility. In case of inadequate availability of HR in a health facility, the Superintendent / Medical Officer In-charge may reduce the number of alternate off-days allowed to an Officer. However, the reduction in alternate off-days will be done proportionately for all doctors eligible for the same for that month.
4. In single doctor medical institutions the Superintendent / BPHO of the CHC will make arrangement to provide off days following the same principle taking into account the presence of AYUSH medical officers and pharmacists.
5. Alternate off-days cannot be merged with CL/EL.

6. The alternate off-days admissible in a month cannot be carried over to the succeeding month, except when the public holiday falls in the last week of a month.
7. The above guidelines supersede the prevailing practice of availing weekly off-days.

The above guideline must be followed scrupulously.

Yours faithfully,

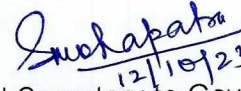

12/10/23

Commissioner-cum- Secretary to Government

Memo No. 24986 /H

Dated. 12.10.2023

Copy forwarded to all Directors under Health & FW Department/ Commissioner, BMC Bhubaneswar for information and necessary action.



12/10/23

Additional Secretary to Government

Memo No. 24987 /H

Dated. 12.10.2023

Copy forwarded to the P.S. to Hon'ble Chief Minister, Odisha/ P.S. to Hon'ble Minister, Health & Family Welfare, Odisha / P.S. to Chief Secretary, Odisha / P.S. to Commissioner-cum-Secretary to Govt., Health & F.W. Deptt. for information and necessary action.


12/10/23

Additional Secretary to Government