



Human Resources Management (FR-III)
Department, Secretariat,
Chennai - 600 009.

Letter (Ms) No.11486030/FR.III-2/2025-1, dated 08.12.2025

From
Thiru.N.MURUGANANDAM, I.A.S.,
Chief Secretary to Government.

To
All Secretaries to Government, Secretariat, Chennai - 600 009.
All Departments of Secretariat, Chennai - 600 009.
All Heads of Department.
All District Collectors / District Judges / District Magistrates.
The Registrar General, High Court of Madras, Chennai - 600 104.
The Registrar, Madurai Bench of Madras High Court, Madurai.
All Constitutional / Statutory Bodies including all State Corporations / Local Bodies /
Boards / Universities / Commissions / Companies / Institutions / Societies etc.,
The Accountant General, Chennai - 600 018.
The Commissioner of Treasuries and Accounts, Chennai - 600 035.
All Pay and Accounts Officers / Treasury Officers.

Sir/Madam,

Sub:Fundamental Rules - Tamil Nadu Leave Rules, 1933 -
System of Periodical Surrender of Earned Leave for
encashment to the Government Employees and Teachers -
Restored - Orders - Issued - Clarifications - Issued.

Ref: G.O.(Ms) No.35, Human Resources Management (FR.III)
Department, dated 30.06.2025.

In the Government Order cited, orders were issued restoring the Earned Leave surrender system with effect from 01.10.2025 and allowing the Government Servant and Teachers to encash the Earned Leave for 15 days in a year as per their regular annual cycle according to the due date prior to the suspension of the facility on 27.04.2020. Further, it has been ordered that the Government Employees who have joined in service during the period from 27.04.2020 to 30.09.2025, if otherwise eligible, are allowed to encash by surrendering the earned leave for 15 days from the first day of the quarter in which they have joined as per the schedule given below:-

Joining in Government service in between 27.04.2020 and 30.09.2025	Eligible from
October, November, December	01.10.2025
January, February, March	01.01.2026
April, May, June	01.04.2026
July, August, September	01.07.2026

2. In this regard, it has been requested to clarify with regard to the date of eligibility of earned leave surrender facility to the Government Servants who have joined in service on or before 26.04.2020 and who have not even availed the earned leave surrender facility so far.

(P.T.O.)

3. In continuation of the Government Order in the reference cited, the Government after careful consideration, issue the following clarifications:-

The Government Servants and Teachers who have joined in service on or before 26.04.2020 and who have not availed the Earned Leave Surrender facility so far, are allowed to encash by surrendering the earned leave for 15 days from the first day of the quarter in which they have joined, as per the schedule given below, hereafter, if otherwise eligible:-

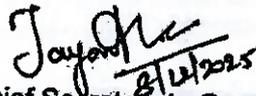
Government Servants who have joined on or before 26.04.2020 in the following months and those who are not availed so far	Eligible from
October, November, December	01.10.2025
January, February, March	01.01.2026
April, May, June	01.04.2026
July, August, September	01.07.2026

4. The above clarification is also be applicable to all Constitutional/Statutory Bodies including all State Corporations/ Local Bodies/ Boards/ Universities/ Commissions/ Companies/ Institutions/Societies, etc.

5. Necessary Amendments will be issued to Rule 7A of the Tamil Nadu Leave Rules separately.

6. This letter issues with the concurrence of the Finance Department vide its U.O.No.11486030/Finance/2025, dated 27.11.2025.

Yours faithfully,


for Chief Secretary to Government

Copy to:-

- The Principal Private Secretary to the Chief Secretary to Government, Secretariat, Chennai- 600 009.
- The Senior Principal Private Secretary to the Principal Secretary to Government, Finance Department, Secretariat, Chennai - 600 009.
- The Private Secretary to the Secretary to Government, Human Resources Management Department, Secretariat, Chennai - 600 009.
- All Officers / All Sections in Human Resources Management Department, Secretariat, Chennai - 600 009.
- The Human Resources Management (AR) Department, Secretariat, Chennai - 600 009. (to Publish in the Government website www.tn.gov.in / Intranet)
- The Human Resources Management (FR.I) Department, Secretariat, Chennai-600 009. (with a request to issue an amendment in the Tamil Nadu Fundamental Rules)
- The Finance Department, Secretariat, Chennai - 600 009.
- Original to G.O.(Ms) No.35, Human Resources Management (FR.III) Department, dated 30.08.2025.
- Stock File / Spare Copy.