

Incentive for Promoting Small Family Norms:

ELIGIBLE EMPLOYEES:

(i) The employees must be within the reproductive age group. In case of male employee, he should not be over 50 years and his wife should be within 20 to 45 years. In case of female employee, she must not be above 45 years and her husband must not be over 50 years of age.

(ii) The employee or his spouse should have one, two or three living children.

STERILISATION:

(i) Sterilisation shall mean any surgical operation performed on eligible employee or his spouse by medical practitioner with the object of rendering such a person incapable of producing an off-spring and the person shall not be deemed to be sterilised unless he / she produces a certificate in that behalf from the medical practitioner who performed such an operation.

(ii) Sterilisation operation must be conducted and certificate must be issued by an authorised competent authority of a Central Govt. Hospital or under the auspices of the Central Govt. Health Scheme. Where this is not possible, sterilisation at an institution recognised by the Central Government or Private Nursing Home / Private Hospital for the purpose will suffice.

INCENTIVES:

(i) The employees who themselves or whose spouses undergo sterilisation operation may be allowed payment of lump-sum reward of Rs. 500/- by way of incentive.

LEAVE FACILITIES :

(i) Six days special casual leave for male employees undergoing vasectomy operation.

(ii) 14 days special casual leave for female employees who undergo non-puerperal tubectomy operation.

(iii) One day's special casual leave to female employees who had IUD insertions.

(iv) Upto 7 days special casual leave to male employees whose wives undergo non-puerperal tubectomy operation, subject to the production of Medical Certificate from the doctor who performed the operation to the effect that the presence of the employee was essential for the period of leave to look after his wife during her convalescence after operation.

(v) Sunday and other holidays falling in between the period of special leave shall be taken into account for calculation of this special leave.

(vi) This special leave shall not be prefixed or suffixed to any other kind of leave. However, if an employee is required to avail further leave as a result of complications in operation and the application is accompanied by a medical certificate from the doctor who performed sterilization operation, the employee in such case may be sanctioned privilege leave or sick leave due to him and such additional leave should not be treated as special leave.

(vii) An employee claiming incentive under the above scheme is required to submit declaration in triplicate within 15 days from the date of his/her undergoing sterilization operation.

(Ref. – PD Circular No. 1491 date 20.5.1995)

**DECLARATION FOR CLAIMING INCENTIVE FOR PROMOTING SMALL FAMILY
NORMS**

1. (Name of the employee)
(Designation) hereby declare that I was born on of in
the year and my present age is years months
..... days.
2. That present age of my wife/husband is Yearsmonths
.....days.
3. That the date of birth of my last child (whether presently liven or not) is
4. That I have the following living children, the details in respect of whom are noted against
each:-

Son/Daughter	Date of birth	Years	Months	Days
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- A.
- B.
- C.

5. That my spouse has not already undergone sterilization operation.

I solemnly declare and affirm that the above declarations are true to the best of my knowledge
and belief and noting has been concealed or falsely declared therein.

Declared at this.....
day of in the year

DEPONENT