



**DELHI POLLUTION CONTROL COMMITTEE
DEPARTMENT OF ENVIRONMENT, (GOVT. OF NCT DELHI)
4,5TH FLOOR, ISBT BUILDING; KASHMERE GATE**

F.NO.DPCC/3(1)(104)/Admn-2021/ 8609-12

Dated: 24/07/23

CIRCULAR

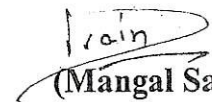
Sub: APPLICATION FOR OBTAINING PRIOR PERMISSION/NOC FOR HIGHER STUDIES

It has been observed that a number of applications are being received from the employees working in different Branches of DPCC for seeking permission/NOC to pursue higher studies through different Institutions/Universities including foreign Institutions.

It is understood that there is a shortage of staff in DPCC and have to undertake many time bound activities including inspection/matters connected with directions of Hon'ble Supreme Court/High Court/NGT etc.

Considering these constraints, DPCC has made certain amendments in the present practice of granting such permission/NOC for studies/training through correspondence/distant learning and study leave therefore. Necessary guidelines in this respect are attached herewith. All the regular employees of DPCC are hereby directed to follow these guidelines before applying for NOC/permission by giving an undertaking about the same.

Encl: As above


(Mangal Sain)
Admn. Officer, DPCC

All Employees of DPCC

Copy to :

1. All Branch Incharges of DPCC- to circulate among their Branch
2. PS to Chairman, DPCC for information of Chairman, Pl.
3. PS to MS, DPCC for information of MS, pl.
4. Incharge (IT Cell) :- for uploading the same in Employee Corner (DPCC website)
5. Guard File

DELHI POLLUTION CONTROL COMMITTEE

Sub: GUIDELINES FOR PRIOR PERMISSION / NOC FOR STUDIES.

DPCC is a statutory regulatory body for NCT of Delhi Government for implementation of various environment / pollution control laws enacted and notified by MOEF&CC, Government of India from time to time. For this, many high level Committees have been constituted with Central Govt as well as high level of officers of Delhi Govt.

In recent past DPCC has received a number of applications from its employees of different Cadres (especially Technical Cadre) for pursuing his studies through different Institutions/Universities including foreign Institutions (Full time and Part time also).

Presently, as per policy, DPCC grants permission/NOC in all cases in a very routine and mechanical manner, which not only takes valuable time of the Department but recently an increase in the number of applications received for grant of NOC has created a situation where it become mandatory for the Competent Authority to form a policy before issuing further NOCs/permissions. Since, already there is a shortage of staff in DPCC and many time bound activities/drives are going on including inspection/matters connected with directions of Hon'ble Supreme Court/High Court/NGT etc. Considering these constraints, DPCC is exploring the possibility of bringing a transformative change in the present practice of granting such permission/NOC for higher studies and studies leave thereof.

Accordingly, employees of DPCC, seeking Permission/NOC for higher studies/training through correspondence/distant learning and study leave thereof, their case shall be considered subject to the following conditions:

- No study leave of any kind will be granted to any of the employee of DPCC.
- The criteria for granting NOC/Permission will be :
 - (i) 10% each cadre as per present sanctioned post (SEE, EE,AEE, JEE, Jr. Asstt Cadre) ;and
 - (ii) One number of permission in each cadre of Scientific Asstt, SLA, JLA, ALO, Legal Asstt, ASO, Sr. Asstt, Jr. Steno Gr.I & Gr.II Cadre).
- If the course has no relevance with the concerned post, application may be rejected at initial stage.
- The NOC/permission will be granted strictly for CORRESPONDENCE /PART TIME University course.
- The employee shall not neglect his/her official duties/responsibilities and shall attend duties punctually without exception.
- The employee shall ensure that NOC/Permission for study shall not affect in discharging of his/her assigned duties and shall be liable for disciplinary action, in case his/her work is affected.
- Employee shall not ask for any specific leaves for preparation and shall agree for grant of leaves to appear in exam only based on the supporting documents.
- In the event of the DPCC requires services of concerned employee, the expense of studies, without in any way making DPCC liable for any loss, employee should agree to bear any such losses which he may have to sustain on an amount to his studies being enforced with.
- The employee must take prior permission of the Competent Authority for leave before leaving Head Quarter for appearing in any examination.
- Notwithstanding anything contained in this order, in public interest or for any other justifiable reason, DPCC may refuse to an employee.
- DPCC may withdraw permission/NOC, without assigning any reason or giving any notice in public interest at any stage of the course. Further, permission to be given for specific academic session only

The above said conditions shall also be applicable to the employees who have been granted permissions/NOC earlier.