

**EASTERN**

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**RULES AS TO LEAVE, PENSION &c.,**

IN

**CEYLON.**

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1. Subject to the necessities of the service, leave of absence on half salary may be granted to members of the permanent Government service without any special grounds after a period of four years' resident service in the Colony from the date of the first appointment. Exceptions may be made with regard to the qualifying period of resident service in cases of serious indisposition or of urgent private affairs. In the absence of special grounds the half pay leave granted to an officer will not exceed one-sixth of his resident service. On special grounds it may exceed that period by six months.

2. In addition to the above, vacation leave on full pay may be granted, if no inconvenience or expense is caused thereby, not exceeding three months in any two years.

3. At the request of any officer who may be eligible for the grant of leave on half salary the Governor may commute the whole or any part of such leave into one half the period of leave on full salary, provided that the total period of commuted and un-commuted leave, together with any period of vacation leave which may be granted, does not exceed ten months at a time. No officer can claim as a right to commute his leave in this manner, the decision whether commutation can or cannot be allowed being wholly within the discretion of the Governor.

4. Period of "casual leave" not exceeding fourteen days in one year will not be counted in calculating the amount of vacation leave on full pay for which an officer is eligible when he is proceeding on long leave. Such casual leave cannot be accumulated from year to year, nor can an officer who has not taken such leave be permitted to take it in a spell of long leave in addition to the three months' vacation leave on full pay which he has accumulated.

5. (a) On first appointment, officers are provided with free passages to Ceylon for themselves and their families (*i.e.*, wife and children up to four persons, inclusive of the Officer).

(b) Officers whose emoluments, inclusive of allowances amount to less than £600 per annum may be granted free return passage for themselves and their families when proceeding on leave to England. Officers drawing salaries from £600 to £900 inclusive may be provided with half the cost of such passages. It should however be understood that this scheme for free and aided passages is a *temporary* one, and may be cancelled at any time.

6. The present rule as to superannuation is that in the case of ill-health an officer holding a pensionable appointment may be allowed to retire on a pension after ten full years' service; otherwise he must have attained the age of 55. For ten full years' service fifteen-sixtieths of the average annual salary of the retiring officer's fixed appointments for the three years prior to retirement may be awarded, to which one-sixtieth may be added for each additional year's service; but no addition will be made in respect of any service beyond 35 years. For pension purposes absence on vacation leave and absence on full pay in commutation of half pay leave count as full service, and absence on half pay as half service. No pension may exceed £1,000 a year whatever may be the