



# UNIVERSITY OF POONCH RAWALAKOT

## Office of the Registrar

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### **Office Order**

The Vice-Chancellor has been pleased to accord approval for grant of Paternity leave to University employees (male) on full pay not exceeding 15 days outside leave account from the date of its commencement. Provided that, Paternity leave shall not be granted for more than three times in the entire service.

The implementation of the policy shall be effective w.e.f. date of its submission i.e. 30-11-2021.

(Authority: UPR/Gen-01(T) Para-06/2022).

  
Assistant Registrar

**No: UPR/UPR/Gen-01 (T)/ 1342 /2022**

**Dated: 24-5-2022**

### **Distribution (for necessary action)**

1. All Deans of the Faculties
2. All Directors/HoDs
3. The Convener University Ranking Committee
4. The Controller of Examinations
5. The Treasurer
6. The Audit Officer
7. The Assistant Registrar (Meetings)

### **Copy for information/record**

1. Secretary to the Vice-Chancellor
2. PA to Registrar
3. Master File
4. Concerned File

# PATERNITY POLICIES

## **Paternity Leaves**

- (1) A male employee expecting his wife to give birth to a child shall at his option, be granted paternity leave on full pay not exceeding fifteen days outside his leave account from the date of its commencement.
- (2) Such Paternity leaves shall not be granted for more than three times in the entire service of the male employee except when such leave is granted within his leave account due and admissible to him or as an extra ordinary leave without pay.

