

18. GRANT OF LEAVE TO APPRENTICES:

An apprentice shall be entitled to such leave as may be prescribed and to such holidays as are observed in the establishment in which he is undergoing training. In establishments where proper leave rules do not exist or the total leave of different types admissible to their workers is less than thirty-seven days in a year, the apprentices shall be entitled to the following kinds of leave and subject to the conditions specified, under each kind of leave.

a) Casual Leave:

i) Casual leave shall be admissible for a maximum period of twelve days in a year.

ii) Any holidays intervening during the period of casual leave shall not be counted for the purpose of the limit of 12 days.

iii) Casual leave not utilized during any year shall stand lapsed at the end of the year.

iv) Casual leave shall not be combined with medical leave. If Casual leave is preceded or followed by medical leave, the entire leave-taken, shall be treated either as medical or casual leave provided that it shall not be allowed to exceed the maximum period prescribed in respect medical or casual leave as the case may be.

v) Except in case of extreme urgency application for such leave shall be made to the appropriate authority and sanction obtained prior to availing of leave.

b) Medical Leave:

i) Medical leave up to fifteen days for each year of training may be granted to the apprentice who is unable to attend duty owing to illness.

ii) Any holidays intervening during the period of medical leave shall be treated as medical leave and accounted for in the limits prescribed under Clause (i)

iii) The employer may call upon the apprentice to produce a medical certificate from a Registered Medical Practitioner in support of his medical leave. A medical certificate shall, however, be necessary, if the leave exceeds six days.

iv) It shall be open to the employer to arrange a special medical examination of an apprentice if he has reason to believe that the apprentice is not really ill or the illness is not such a nature as to prevent his attendance.

c) **Extra-ordinary Leave:**

Extra-ordinary leave up to a maximum of ten days or more in a year may be granted to the apprentice, after he has exhausted the entire casual and medical leave, if the employer is satisfied with the genuineness of the ground of which the leave is applied for.