



Pimpri Chinchwad Education Trust's
**Pimpri Chinchwad College of
Engineering (PCCoE)**
(An Autonomous Institute)
Affiliated to Savitribai Phule Pune University (SPPU)
ISO 21001:2018 Certified by TUV SUD

Record No.:

ADMN-ESTT-D-02/A

Revision:

01

Date:

Page:

01/01

**Revised Vacation Policy for Academic Staff and Admin. Staff
(Technical / Lab Assistant)**

Sr. No.	Particulars	Winter Vacation	Summer Vacation
1	All Faculty and Staff Members whose tenure of service is less than One year.	No Vacation	No Vacation
2	All Faculty and Staff Members whose tenure of service is more than One year. Vacation converted into earned leave due to Detention (3:2)	15	30

Vacation will be given on the basis of recommendations by concern Head of Department. Any Faculty who is on leave for a major considerable period in a semester may not get the benefit of the vacation (or may get Proportionate vacation at the discretion of the authority)


Dr. Govind N. Kulkarni
Director





Pimpri Chinchwad Education Trust's
Pimpri Chinchwad College of Engineering

Record No.:
ADMN-ESTT-D-02/A

Revision: **00** Date: **1/6/2013**

Page:
01/01

Policy for Vacation for Academic Staff

Date: 26.4.2013

Sr. No.	Particulars	Summer Vacation	Winter Vacation
1	All adhoc /against one year appointment order/Management order staff whose tenure of service is less than 6 months	No Vacation	No Vacation
2	All adhoc /against one year appointment order/Management order staff whose tenure of service is more than 6 months and less than one year.	one week	one week
3	All adhoc /against one year appointment order staff whose tenure of service is more than one year and less than two years.	Two week	Two week
4	All adhoc /against one year appointment order staff whose tenure of service is more than two year and less than three years.	Three week	Two week
5	All adhoc /against one year appointment order staff whose tenure of service is more than three years.	Four week	Three week
6	Faculty appointed on regular basis thro. University selection after completion of First year of probation	Full Vacation	Full Vacation
7	Faculty appointed on higher posts (Professor/Associated Professor) on Management order whose tenure of service is more than 6 months and less than one year.	Two week	Two week
8	Faculty appointed on higher posts (Professor/Associated Professor) on Management order whose tenure of service is more than one year.	Four week	Three week

Vacation will be given on the basis of recommendations by concern Head of Department.

A. M. Fulambarkar

Dr. A.M. Fulambarkar

PRINCIPAL

Pimpri Chinchwad College of Engg.
Sect. No.26, Pradhikaran, Nigdi, Pune-44

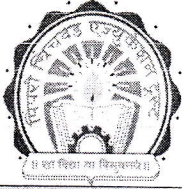
Issue No.:01 Date:01.06.2013

4

Controlled Copy Stamp

Master Copy Stamp

MASTER COPY



Pimpri Chinchwad Education Trust's
Pimpri Chinchwad College of Engineering

Record No.:
ADMN-ESTT-D-02/B

Revision: **00** Date: **1/6/2013**

Page: **01/01**

Policy for Vacation for Admin. Staff

Date: 26.4.2013

Sr. No.	Particulars	Summer Vacation	Winter Vacation
1	All adhoc staff whose tenure of service is less than 6 months	No Vacation	No Vacation
2	All adhoc staff whose tenure of service is more than 6 months and less than one year.	one week	one week
3	All adhoc staff whose tenure of service is more than one year and less than two years.	Two week	One week
4	All adhoc staff whose tenure of service is more than two year and less than three years.	Two week	Two week
5	All adhoc staff whose tenure of service is more than three years and upto completion of 1 st year of probation	Three week	Two week
6	Staff appointed on regular basis after completion of First year of probation	Four week	Three week

Vacation will be given on the basis of recommendations by concern Head of Department.

A. M. Fulambarkar
Dr. A.M. Fulambarkar
PRINCIPAL

Pimpri Chinchwad College of Engg.
Sect. No.26, Pradhikaran, Nigdi, Pune-44
Issue No.:01 Date:01.06.2013

4

Controlled Copy Stamp

Master Copy Stamp

MASTER COPY