**(b)        Procedure in case of leave on medical certificate.**

**Instructions for Medical Officers**

8.6       Medical Officers must not recommend the grant of leave in any case in which there appears to be no reasonable prospect that the Government employee concerned will ever be fit to resume his duties.  In such cases, the opinion that the Government employee is permanently unfit the Government service should be recorded in the medical certificate.

8.7       Every certificate of a medical committee or board or a medical officer recommending the grant of leave to a Government employee must contain a proviso that no recommendation contained in it shall be evidence of a claim to any leave not admissible to the Government employee under the terms of his contract or of the rules to which he is subject.

8.8 – 812.        Omitted.

**Medical certificate for Government employees.**

8.13     (a)        Every application for leave on medical grounds made by a Government employee shall be accompanied by a medical certificate given by a registered medical practitioner or a Vaid or Hakim or a Homoeopathic Practitioner defining as nearly as possible the nature and probable duration of the illness or by a request for the issue of a requisition for examination by a medical officer of the Government :

            Provided that the authority competent to sanction leave may, at its discretion, waive the condition of producing a medical certificate in the case of a gazetted Government employee if the leave applied for does not exceed three days at a time and such leave shall not be treated as leave on medical certificate and shall be debited against leave due other than the leave on medical grounds.

            (b)        The authority competent to sanction leave may at its discretion, secure a second medical opinion by requesting the Principal Medical Officer or Assistant to the Civil Surgeon to have the applicant examined.  If it decides to do so, it must arrange for the second examination to be made at the earliest possible date after the date on which the first medical opinion was given.

            (c)        The Principal Medical Officer or Assistant to the Civil Surgeon shall express his opinion both as regards the facts of the illness and as regards the necessity for the amount of leave recommended, and for this purpose he may require the applicant for leave to appear either before himself or before a medical officer nominated by him.

Note 1. -          The possession of a certificate as prescribed in this rule does not itself confer upon the Government employee concerned any right to leave.

Note 2. -          The possession of a certificate as prescribed in this rule does not registered under the provisions of the Punjab Medical Registration Act, 1916 and includes a medical practitioner –

(i)         whose name appears in the latest annual medical list ; and

(ii)                who having been registered after the closing of the latest medical list, certifies his registration number.

Note 3. -          The terms Vaid, Hakim or Homoeopathic Practitioner means any practitioner registered under the provisions of the Punjab Ayudvedic and Unani Practitioners Act, 1963 or the Punjab Homoeopathic Practioners Act, 1965.

Note 4. -          The Government employee should obtain a medical certificate in the following form or as nearly in that form as the circumstances may permit :-

                        “Medical Certificate for Government employees recommended for leave, extension or leave or commutation of leave.”

(1)               Name (to be filled in by the applicant in the presence of the registered medical practitioner/ Vaid/ Hakim/ Homoeopathic Practitioner).

(2)               Appointment.

(3)               Age.

(4)               Signature of the applicant.

(5)               Total service.

(6)               Previous period of leave or of absence on medical certificate.

            (Columns 5 and 6 to be filled in by the applicant in the presence of the registered medical practitioner/ Vaid/ Hakim/ Homoeopathic Practitioner).

            I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, after careful personal examination of the case hereby certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ whose signature and particulars are given above, is suffering from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and I consider that a period of absence from duty of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with effect from \_\_\_\_\_\_\_\_\_\_\_\_\_\_ is absolutely necessary for the restoration of his health

Dated the

Government Medical Attendant OR

Registered Medical Practitioner,

Vaid, Hakim or Homoeopathic

Practitioner.

(Second medical opinion if called for by the authority competent to sanction leave).

Principal Medical Officer or

Assistant to Civil Surgeon

8.14     In support of an application for leave, or for an extension of leave, on medical certificate, from a Government employee in Class IV Service, the authority competent to grant the leave may accept such certificate as it may deem suffici