

Working days and Compensatory offs for Nursing Officers

1. In terms of O.M. No. A-28011/1/90-PMS dated 02.01.1990 of Ministry of Health & Family Welfare and the Regulations made by Medical Council of India, N. Delhi, the working hours of Nursing Officers working in shift duties shall be at least 40 hours per week with 96 days off in a working year. The Nursing Officers working in shift duties will be entitled for 3 National Holidays (or off day in lieu of the same) and thus a total off days shall be 99 in a year.
2. Each nursing officer will do 22/23 shift duties in a month.
3. The presence of regular nursing officers will be ensured every day in every shift by arranging duties and off days in a rotational manner.
4. Duty timings of Nursing Officers

Pattern	Duty timings	Privileges
Straight Shift	09 am to 05 pm	1. ½ Day Off on Saturday 2. Sunday – Holiday 3. Off on all Gazetted closed Holidays 4. Restricted holidays/year – 02 5. Casual leaves/year – 08
Shift duties	Morning Shift: 07. 30 am – 02.00 pm Evening Shift: 01.30 pm – 08.30 pm Night Shift: 08.00 pm – 08. 00 am	1. Monthly 08 offs 2. National Holidays/year- 3 3. Casual leaves/year – 10

5. The accumulation of compensatory off in lieu of duty against off days will not be subject to any limit but such compensatory off shall be allowed to be availed within a month of its becoming due.
6. Not more than two days compensatory off is allowed with the current off at a

time as per O.M. No. F.9(17)-11/B/65 dated 20.03.1967.

7. No more than 08 days off will be granted to any staff deployed on shift duty in a month under any circumstance (except for an additional off day in lieu of national holiday etc.).
8. In pursuance of order No.A-28011/1/90-PMS from Director General of Health Services, the proportionate off will be cut off in case the employee avails leave in a month as under:

No. of leave availed during the month	Cutting of off
04 to 06	1
07 to 09	2
10 to 12	3
13 to 15	4
16 to 18	5
19 to 22	6
23 to 26	7
27 to 31	8