



**STEEL AUTHORITY OF INDIA LIMITED**  
**Corporate Rules Section**

<b>Reference No.</b> PER/RULES/4011	<b>APPROVED BY</b> <b>BOARD OF DIRECTORS</b>	<b>Date of Issue</b> 16 <sup>th</sup> July, 2021
	<b>ISSUED BY</b> <b>DGM (PERSONNEL-CCS &amp; RULES)</b>	<b>Date of Effect</b> 10 <sup>th</sup> June, 2021

**Subject: Introduction of Paternity Leave for male employees in SAIL**

1.0 Board of Directors in its 480<sup>th</sup> Meeting held on 10/06/2021 has approved introduction of Paternity Leave for male employees in SAIL. Accordingly, Clause 13-A for 'Paternity Leave' has been added under 'SAIL Leave Rules' as follows:

**Clause 13-A: Paternity Leave**

- (i) A male employee, with less than two (2) surviving children may be granted Paternity Leave on full pay for a period of fifteen (15) days, during confinement of his wife, i.e. upto fifteen (15) days before, or up to six (6) months from the date of the delivery of the child, based on documentary evidence.
- (ii) Paternity Leave will also be admissible to male employee, with less than two (2) surviving children, on valid adoption of a child below the age of one (1) year. In such cases, Paternity Leave may be sanctioned for a period of fifteen (15) days within a period of six (6) months from the date of valid adoption, based on documentary evidence.
- (iii) Paternity Leave can be availed in maximum two (2) spells on one occasion.
- (iv) Paternity Leave will be allowed to be combined with any other kind of leave except Casual Leave. Intervening Holidays/Closed Days falling during the leave will be included as part of Paternity Leave.
- (v) Paternity Leave will not be credited to the leave account of the employee and shall stand lapsed if not availed within the specified period.

2.0 The other provisions of SAIL Leave Rules shall remain unchanged.

Mukesh Kumar  
Dy. General Manager (Personnel)

**Distribution:- Standard**