



भारत सरकार/GOVERNMENT OF INDIA
अटल बिहारी वाजपेयी आर्युविज्ञान संस्थान एवं,
डॉ. राम मनोहर लोहिया अस्पताल, नई दिल्ली



ATAL BIHARI VAJPAYEE INSTITUTE OF MEDICAL SCIENCES &
DR. RAM MANOHAR LOHIA HOSPITAL, NEW DELHI

विभाग/ Department – आउटसोर्सिंगसेल/OUTSOURCING CELL

No: OSC-15/13/2024-Outsrc. Cell-Dr. RMLH/ 3975

Dated: .10.2024

CIRCULAR

Subject: Payment of Salary during Maternity Leave and Issuance of Salary Slips to the outsourced employees –reg.

Several representations have been received from female outsourced employees of this hospital regarding non-payment of their salary during their maternity leave.

2. In this regard attention of all service providers are invited to the Maternity Benefit Act, 2017 (Amended). As per this act it is mandatory to pay maternity leave for 26 weeks, which applies to all government and non-government entities. Under this act, salary should be paid for six months (181 days) during maternity leave.

3. To avoid any litigation, all the service providers are requested to comply with the above act and ensure timely payment of benefits due in accordance to the above act, during the maternity leave and submit the bills of the concerned outsourced female employees for reimbursement.

4. Further, it has also been observed that service providers are not providing the salary slip to the outsourced employee which is mandatory as per rules. Hence, all service providers directed to issue the salary slips to their outsourced employees regularly without fail and also submit a copy of the same along with their monthly bills.

Yours faithfully

(Vijay Prakash Nodiya)
Dy. Director (Admn)

Copy to:

1. PS to MS for information.
2. All Addl. MS
3. Dr.(Prof) Dinesh Kumar, HOD Paediatrics & Chairman Manpower Deployment & Transfer Committee, Dr. RML Hospital New Delhi.
4. Dir. Prof. Dr. Kabir Sardana, Prof. Dr. Shalini Girdhar, Prof. Dr. Manik S Ghadlinge, Prof. Dr. Sharad Pandey, Asso. Prof. Dr. Sanjeet Panesar, Spl. Grt.III, Dr. Himanshu Sikri and SMO. Dr Sachin Mittal (Attendance Verifying Authority).
5. PA To DDA
6. Copy to all Outsourcing Service Providers i.e. M/s Ironman Security Service Pvt. Ltd., M/s Sulabh Sanitation Mission Foundation., M/s Raider Security Service Pvt. Ltd., M/s Shivalik House Keeping Services., M/s Care Zest Services Private Limited and M/s Sharma Enterprises (Regd.) for complies.
7. Chairman e-governance, with the request to upload on the hospital website.
8. Master File.