

**GOVERNMENT OF ANDHRA PRADESH**  
**SCHOOL EDUCATION DEPARTMENT**  
(Rc.No.151/A&I/2020, Dated:12.10.2020)

**CIRCULAR**

Sub:- School Education – COVID-19 – Certain instruction issued with regard to utilization of leave to teachers in respect of re-opening of Schools from 2<sup>nd</sup> November, 2020 – Regarding.

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The attention of the Regional Joint Directors of School Education and District Educational Officers in the State are invited to the subject cited, in respect of re-opening of schools from 2<sup>nd</sup> November, 2020 it is informed to the field level functionaries that, not less than 50% teachers should attend daily to their schools. Teaching staff should utilize their availability of leave on proportionate basis instead of being utilized on regular basis. However, if any teacher wants to utilize their leave on the working day, the individual is to be sanctioned on proportionate basis for the months of November & December, 2020. (i.e., maximum 2 ½ C.Ls only).

In this context, all the under mentioned officers are hereby requested to issue instructions to the field level functionaries that teaching staff should utilize their leave on proportionate basis in the above said manner only.

  
Director, School Education

To  
The Regional Joint Directors of School Education in the State.  
The District Educational Officers in the State.  
Copy to Principal Secretary to Govt., School Education Department, A.P.,  
Velagapudi  
Copy to Addl. PS to Hon'ble Minister for Education, Govt., of Andhra Pradesh A.P.,  
Velagapudi.