

SCHEDULE 8/A

LEAVE TYPES AND ELIGIBILITY

Leave Type	Regular CS	Contract	ESP/GSP
Casual Leave*	10 working days	10 working days when the contract term is less than one year	
Annual Leave**	21 working days	21 working days if the contract term is 12 months or more	
Bereavement Leave	21 days		
Maternity Leave	Six months	<ul style="list-style-type: none"> • Six months for at least one year of service • Three months for less than one year of service 	
Paternity Leave	10 working days		
Medical Leave	36 months	<ul style="list-style-type: none"> • One month with pay and extendable to another month without pay per contract term (Section 4.4.10.3) 	
Medical Escort Leave	Maximum two months (refer to Section 8.10.1)		
Study Leave	Eligible as per section 8.11	Not Permissible	
Extraordinary Leave	Maximum two years (refer to Section 8.12)	Not Permissible	
Preparatory Leave	For various HR actions like studies, transfer, and superannuation	Not Permissible	
<p>* Only Applicable for CS in the teaching profession and other CS on probation. **Not applicable for CS on probation period and those in the teaching profession</p>			