



SPOORTHY AYURVEDIC MEDICAL COLLEGE & DR S. V. SAVADI AYURVEDIC HOSPITAL

Raichur Road, Vidyanagar, GANGAVATHI-583 227.

Recognised by the Ministry of Ayush, Government of India, Central Council of Indian Medicine, New Delhi
Government of Karnataka and Affiliated to Rajiv Gandhi University of Health Sciences (RGUHS) Bangalore, Karnataka.

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Ref. No. : SAMC/DASVSAT/GVT/KCSR/GOK/Leavepolicy/2026-293

Date : 31/07/2026

To
Dr. Mukul Patel
President
Medical Assessment and Rating Board for Indian System of Medicine (MARBISM)
National Commission for Indian System of Medicine (NCISM)
New Delhi



Subject: Adoption and Implementation of Leave Policy as per Karnataka Civil Services Rules (KCSR), Government of Karnataka Reg

Respected Sir,

With due respect, I submit that **Spoorthi Ayurveda Medical College & Dr. S. V. Savadi Ayurveda Hospital, Gangavathi (AYU0830)**, a recognized institution under the National Commission for Indian System of Medicine (NCISM) and affiliated with Rajiv Gandhi University of Health Sciences (RGUHS), has adopted and implemented its employee leave policy in accordance with the **Karnataka Civil Services Rules (KCSR)** and the applicable orders, notifications, and amendments issued by the **Government of Karnataka** from time to time.

Being a private professional educational institution functioning within the State of Karnataka, the institution has resolved to regulate the leave benefits of its teaching and non-teaching employees in conformity with the provisions of the KCSR, wherever applicable and not inconsistent with the regulations of NCISM, the statutes of RGUHS, and other applicable labour laws.

Accordingly, the institution follows the leave provisions prescribed under the Karnataka Civil Services Rules, including but not limited to:

1. Casual Leave (CL) as admissible under KCSR 15 days
2. Earned Leave (EL) and its accumulation as prescribed under the Rules 30 days.
3. Maternity Leave to eligible female employees in accordance with the provisions of the KCSR and the Maternity Benefit Act, wherever applicable, 180 days.
4. Paternity Leave to eligible male employees as notified by the Government of Karnataka, 15 days.
5. Menstrual leave one day per month (12)
6. Medical Leave/Commuted Leave/Half Pay Leave and other admissible leave under the KCSR.
7. Any additional leave benefits notified by the Government of Karnataka from time to time, including special leave provisions, as per the RGUHS Bangalore, Examination and Other Official, observer Duties, and other institutional official duties wherever applicable as a special leave.



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The institution ensures that:

1. All leave is sanctioned only after due approval by the Competent Authority.
2. Leave records are maintained in the individual service register and institutional records.
3. Leave shall not be claimed as a matter of right and may be refused, revoked, or modified in the interest of academic activities, hospital services, patient care, and statutory requirements.
4. Faculty availability is maintained strictly in accordance with the **Minimum Essential Standards for Ayurveda Regulation (MESAR)** and other applicable NCISM regulations. Whenever a vacancy arises due to resignation, long leave, retirement, or any other reason, the institution takes immediate steps to appoint an eligible replacement within the prescribed regulatory framework to ensure uninterrupted academic and clinical services.
5. The implementation of leave shall always remain subject to the provisions of the Karnataka Civil Services Rules, Government Orders, NCISM Regulations, and other applicable statutory provisions as amended from time to time.



This declaration is submitted for your kind information and record. The institution remains committed to maintaining complete transparency, statutory compliance, and adherence to all applicable regulatory requirements governing teaching institutions under the NCISM.

Kindly take the above on record.

Thanking you.

[Signature]
Principal

Copy to,

1. Chairperson NCISM New Delhi
2. Secretary NCISM New Delhi
3. Secretary M/O Ayush New Delhi
4. Chief Secretary GOK
5. Register RGUHS Bangalore

PRINCIPAL
Spoorthi Ayurvedic Medical College &
Dr.S.V.Savadi Ayurvedic Hospital,
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