

## Encashment of Leave on Average Pay

A Railway Servant shall be permitted to encash leave on average pay upto 10 days at the time of availing of Railway Passes while in service.

A balance of at least 30 days of leave on average pay should be available to his credit after taking into account the period of encashment as well as leave availed of.

The total leave so encashed during the entire career shall not exceed 60 days in the aggregate subject to the condition that successive encashment cannot be made before a minimum period of two years has elapsed. **Rule 540A of IREC Vol.I& RBE.No.161/2008**

The Railway Servant are permitted to encasement of LAP up to 10 days without any linkage to the number of days and nature of leave availed at the time of availing pass/PTOs. **RBE.No.104/2009**

Railway Servant who are entitled to LTC but opt for the facility of LTC provided to their spouses employed in PSUs / Corporation / Autonomous Bodies etc and who are not entitled to LTC, on account of their spouse being employed in Indian Railways who are entitled to privilege passes are entitled to leave encashment while availing the LTC facility of their spouse on fulfillment of all the conditions. **RBE.No.208/2009, 157/2018**

Railway servants are required to avail leave, including casual leave. Holidays, including restricted holidays, do not come within the ambit of the definition of leave for the purpose of claim encashment of LAP while availing Privilege Pass /PTO. **RBE.No.95/2011**

### Calculation:-

<b>Cash equivalent =</b>	Basic Pay admissible on the date of availing of Railway Pass + DA x No. of days of LAP (Maximum of 10 days)
	30

### Two years block for encashment of LAP as under:-

From 01.09.2008 to ending on 31.08.2010

From 01.09.2010 to ending on 31.08.2012,

Successive block would follow similar pattern accordingly.

**RBE.No:15/2011**

- (i) NPA shall be taken into account for calculating encashment of LAP while availing privilege pass/PTO (RBE No. 67/2012)
- (ii) Exemption of all the running staff for availing encashment when leave is refused but Pass/PTO availed. (RBE No. 61/2012)
- (iii) 30% of pay element of running staff to be taken into account towards Leave encashment (RBE No. 10/2015)
- (iv) Booking of ticket and travel is to be made on a Pass/PTO, in order to be considered as availed Pass/PTO for encashment (PBC 135/2021)