

Third Schedule

Authority Competent to Sanction Leave

Sr. No.	Establishment Scale Wise	Authority for Sanction Casual Leave	Authority to Sanction Earned Leave/ Station Leave	Authority to sanction Extraordinary Leave	Authority to Sanction Leave Ex-Pakistan
1.	2.	3.	4.	5.	6.
1.	Officers in BS-16 & above except Secretary	Head of relevant section	Director (F&A)	Secretary	Secretary
2.	Officials in BS-1 to BS-15	Head of relevant section	Head of relevant section	Director (F&A)	Secretary