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भारत संचार निगम लिमिटेड

(भारत सरकार का उपक्रम)

BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

No.5-2/2018-TE

Dated 09.04.2019

To

All Heads of telecom Circles/
All Heads of Metro Districts/
Other Administrative Units, BSNL.

Sub: Closing of Central Government Offices in connection with elections to Lok Sabha/State Assembly/Panchayat/Municipalities/Corporation or other Local Bodies – regarding.

Sir,

I am directed to forward herewith a copy of O.M.No.12/14/99-JCA dated 10th October, 2001 alongwith copy of O.M.No.12-4/1986-JCA dated 09th March 1987 issued by Ministry of Personnel Public Grievances & Pensions (Deptt. of Personnel & Training) on the subject cited above for information guidance & necessary action.

Encl: As above.

Yours faithfully,


09/4/19
(Keshav Kumar)

Asstt. General Manager (Estt.II)

Copy to:

1. PPS to CMD, BSNL
2. All Directors, BSNL Board
3. ED (FINJ)/CA/CN
4. All PGMS/GMs BSNL CO
5. CVO/CS&GM (Legal)
6. All DGMS/AGMs, BSNL CO
7. Recognized Unions/Associations of BSNL
8. OL Section for Hindi Translation
- ✓ 9. BSNL Intranet Portal.

11/c

NO.12/14/99-JCA
GOVERNMENT OF INDIA
MINISTRY OF PERSONNEL, P.G. & PENSIONS
(DEPARTMENT OF PERSONNEL & TRAINING)
NORTH BLOCK, NEW DELHI

NEW DELHI, THE 10th OCTOBER, 2001

OFFICE MEMORNDUM

Sub: Closing of Central Government Offices in connection with elections to Lok Sabha / State Assembly / Panchayat / Municipalities / Corporation or other Local Bodies - regarding

In modification of these instructions contained in this Department's O.M.No.12/4/86-JCA dated 9th March, 1987, the undersigned is directed to say that the following guidelines are prescribed for future for closing of Central Government Offices including industrial establishments in connection with the elections indicated above.

(i) The relevant organizations shall remain closed in the notified areas where general elections to Lok Sabha or State Legislative Assembly are scheduled to be conducted.

(ii) In connection with bye-election to Lok Sabha / State Assembly, only such of the employees who are bona-fide voters in the relevant constituency should be granted special casual leave on the day of polling. Special Casual leave may also be granted to an employee who is ordinarily a resident of a constituency and registered as a voter but employed in any Central Government Organization / Industrial Establishment located outside the constituency having a general / bye-election.

(iii) In connection with local body elections, viz., Panchayat/ Corporation / Municipality, the Government employees who are bona-fide voters and desire to exercise their franchise should be offered reasonable facility, subject to normal exigencies of services, either by coming late to office or being allowed to leave office early or a short absence on that day.

2. The employees detailed on election duty may also be permitted to remain away from their normal duties on polling day (s) as also on the days required for performing journeys which might be undertaken in order to perform such election duty.

The above instructions may be brought to the notice of all concerned.



(Ranbir Singh)

Under Secretary to the Govt. of India

Tel : 379 4678

To

1. All Ministries/ Departments of Government of India.
2. UPSC/CVC/C&AG/ PM's Office/ Lok Sabha Secretariat/Rajya Sabha Secretariat/President' secretariat/Vice President's Secretariat/Supreme Court/High Court/Central Administrative Tribunal.
3. All attached and subordinate offices of Ministry of Personnel, P.G. & Pensions/ MHA
4. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
5. All Staff Members of the National Council (JCM).
6. All Staff Members of the Departmental Council (JCM), Ministry of Personnel, P.G. and Pensions.
7. Chairmen / Secretaries, Central Government Employees Welfare Coordination Committees.
8. National Commissioner for SCs / STs.
9. Deputy Secretary (Coordination), Delhi Govt. Secretariat, I.G. Stadium, I.T.O., New Delhi.
10. Chief Secretary, all the State Governments / UTs.
11. Election Commission of India, w.r.t. their letter No.78/2001-PLN-1/103, dated 19.9.2001.

ELECTIONS
MOST IMMEDIATE

No. 12/12/94-JCA

Government of India.
Ministry of Personnel, P.G. & Pensions.
Department of Personnel & Training.
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OFFICE MEMORANDUM

Sub:- General election to Legislative Assemblies in Maharashtra, Gujrat, Orissa, Bihar and Arunachal Pradesh during February - March, 1995.

The undersigned is directed to say that as per notification issued by Election Commission of India, General election in the above mentioned States are scheduled to be held during February - March, 1995. A copy of standing guidelines which were earlier circulated vide O.M. No. 12/4/86-JCA dated 9th March, 1987 is enclosed for information, to regulate closure of Central Government Offices, including Industrial Establishments and grant of special casual leave etc. in connection with these elections.

2. The Ministry of Finance etc. may please bring these instructions to the notice of all the offices and organisations under their Administrative Jurisdiction for necessary action.

Sd/-

(SMT. BHAVANI TYAGARAJAN)
Director (JCA)

1. All Ministries/ Departments of the Government of India.

Guidelines for closure of Central Govt. Offices in connection With elections to Parliament/State Assemblies/Local elections.

Circulated vide OM No. 12/4/85-JCA dated 9th March, 1987.

1. General elections to Lok Sabha/State Assemblies

2 places

I. Facilities/ Privileges to Central Government Employees:
(a) Holiday/closure of offices:

In connection with general Elections to Lok Sabha or a State Assembly, a local holiday is usually declared by the State Government on the date(s) of polling, if held on day(s) other than Sunday or other closed holiday. When such a holiday is declared, the Central Government offices located in such ~~7~~ should also be closed on the polling days(s) in accordance with the practice adopted by the State Government.

(b) Grant of Special Casual Leave:--

Every eligible voter is entitled to be registered in the electoral roll of a constituency in which he ordinarily resides. In some cases, it may happen that the Central Government employee residing, and enrolled as a voter, in a particular place/ Constituency, say Delhi, (where the election is to be held), may be employed in any office located at some other place, say, Faridabad/ Ghaziabad etc. In such cases, the individual Central Government employee may be granted special casual leave, if his office does not happen to be closed on that particular day, to enable him to exercise his franchise.

2. Bye-elections. (Lok Sabha)

2. (a) Holiday/ closure of offices:--

State Government normally declares a local holiday in that particular area / constituency on the polling day(s) if the election is held on day(s) other than Sunday / closed holidays.

Central Government offices may also follow the State practice in such cases.

(b) Grant of Special Casual Leave:-

Permissible on the same grounds/ circumstances as in the case of general elections. (of I(b) above).

(a) Holiday / closure of offices:-

In bye- elections to State Assemblies, Central Government offices should not be closed. It would be sufficient if only those Central Government employees who may be placed on election duty are permitted to absent themselves from office on the polling day(s). All other employees should be given facility to exercise their franchise either by way of coming late to office early or a short absence on that day, subject to the exigencies of the service.

(b) Grant of Special Casual Leave:-

Permissible on the ground/ circumstances as in the case of general elections (of I(b) above).

III. The Central Government offices shall not be closed.

The Government employees who are bonafide voters and desire to exercise their franchise should however, be offered reasonable facility, subject to the normal exigencies of service, either by way of coming late to office or by being allowed to leave office early or a short absence on that day,

III. Panchayat/ Corporation/Municipalities or other local bodies

or by being allowed to leave office.

Notes:-

Heads of Central Government offices located in places outside Delhi may also, permit the staff detailed on election duty to remain away from their normal duties on polling day(s) as also on the day(s) required for performing journeys which might be undertaken in order to perform such election duty.