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MOST IMMEDIATE

F. No. 12/7/2014-JCA 2
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

North Block, New Delhi
Dated the 21st March, 2014

OFFICE MEMORANDUM

Subject: Closing of Central Government Offices in connection with general elections to the Lok Sabha and State Legislative Assemblies and Bye Elections to Legislative Assemblies during 2014.

The undersigned is directed to say that in connection with the general elections to the Lok Sabha and State Legislative Assemblies of Andhra Pradesh, Odisha & Sikkim and Bye Elections to Legislative Assemblies of some States, scheduled to be held in 2014, the following guidelines, already issued by DOPT vide OM No. 12/14/99-JCA dated 10th October, 2001, have to be followed for closing of the Central Government Offices including Industrial Establishments in the States:-

(i) The relevant offices/organizations shall remain closed on the day of poll in the notified areas where general elections to the Lok Sabha and State Legislative Assembly are scheduled to be conducted.

(ii) In connection with bye-election to 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 constituency and registered as a voter but employed in any Central Government Organization/Industrial Establishment located outside the constituency having a general/bye-election.

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

Secretary C.W.C.

Dy. No. 631

Date 24/3/2014

(Ashok Kumar)

Deputy Secretary (JCA)

To

1. All Ministries/Departments of Government of India.
2. UPSC/CVC/C&AG/PM's Office/Lok Sabha Secretariat/Rajya Sabha Secretariat/President's Secretariat/Vice President's Secretariat/ Supreme Court/High Court/Central Administrative Tribunal.
3. All attached and subordinate offices of Ministry of Personnel, Public Grievances and Pensions/MHA
4. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
5. Staff Side Members of the Departmental Council (JCM), Ministry of Personnel, P.G. and Pensions.
Chairman/Secretary, Central Government Employees Welfare Coordination Committee in all the States.
6. National Commission for Scheduled Castes and Scheduled Tribes.
8. Chief Secretary, all the State Governments/UTs.
9. Election Commission of India, New Delhi.
10. NIC (DOP&T) with the request to place this O.M. on the Website of DOPT.
(www.persmin.nic.in)

E IV Sec. PPT/DIA

E IV/Dy No. 210

E IV/DL 28-3-14