

सा०/No. : 5-1(638)/2019-PD

Dated \_\_\_\_\_ 26.12.2023

प्रेषक : संयुक्त सचिव (प्रशासन)

From : Joint Secretary (Admn.)

सेवा में : सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान

To : The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

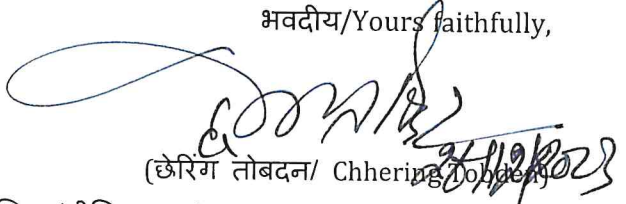
विषय/ Sub : Conduct of adjourned poll in 03-Karanpur Assembly Constituency of Rajasthan,  
2023 - Paid holiday - reg.

महोदय/Sir / महोदया/Madam,

मुझे, उपरोक्त विषय पर भारत सरकार, कार्मिक, लोक शिकायत और पेंशन मंत्रालय, कार्मिक और प्रशिक्षण विभाग के दिनांक 12.12.2023 के कार्यालय ज्ञापन सं 12/1/2022-JCA को आपकी जानकारी, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने का निदेश हुआ है।

I am directed to forward herewith the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training Office Memorandum No. 12/1/2022-JCA dated 12.12.2023 on the above mentioned subject for your information, guidance and compliance.

भवदीय/Yours faithfully,

  
(छेरिंग तोबदन/ Chhering Tobden)

व. उप सचिव (नीति प्रभाग) / Sr. Deputy Secretary (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) सी.एस.आई.आर. वेबसाइट/CSIR Website
- 2) कार्यालय प्रति/Office copy.

F. No. 12/1/2022-JCA  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel & Training)  
Establishment (JCA) Section  
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North Block, New Delhi  
Dated: 12<sup>th</sup> December, 2023

**OFFICE MEMORANDUM**

**Subject: Conduct of adjourned poll in 03-Karanpur Assembly Constituency of Rajasthan, 2023 - Paid holiday - regarding**

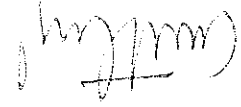
The undersigned is directed to state that the Election Commission of India, vide its letter no. 78/EPS/2023/24646 dated 05.12.2023 has informed regarding conduct of adjourned poll in 03-Karanpur Assembly Constituency of Rajasthan. **The date of Poll has been fixed on 5.01.2024 (Friday).**

2. Section 135B of the Representation of the People Act, 1951, provides for grant of paid holiday on the day of poll to the employees who are entitled to vote at the election concerned. In this connection, the Department of Personnel and Training has standing guidelines issued vide OM No. 12/14/99-JCA dated 10.10.2001 regarding closure of Government Offices and grant of paid holiday during election. A copy of these guidelines is enclosed for compliance and necessary action.

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

4. Hindi version will follow.

**Encl.: As above**



(Parveen Jargar)  
Deputy Secretary to the Government of India

To

1. All Ministries / Departments of Government of India.
2. UPSC/CVC/C&AG/Lok Sabha Secretariat/Rajya Sabha Secretariat/ President's Secretariat /Vice President's Secretariat/PM's Office/Supreme Court/High Court of Rajasthan
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. Chairmen/Secretaries, Central Government Employees Welfare Coordination Committee, in the State of Rajasthan
6. National Commission for Scheduled Castes/National Commission for Scheduled Tribes/ National Commission for Backward Classes
7. The Chief Secretary of the State Government Rajasthan
8. The Election Commission of India, New Delhi – w.r.t. letter No. 78/EPS/2023/24646 dated 05.12.2023
9. Hindi Section, DoPT- with the request to provide the Hindi Translation

12/1/2022-JCA-Part1

2466293/2022, CA-II

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 10<sup>th</sup> 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 9<sup>th</sup> 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.