

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
Council of Scientific and Industrial Research
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

No. : 5-1(638)/2019-PD

दिनांक/Dated : 07.11.2025

कार्यालय ज्ञापन / OFFICE MEMORANDUM

विषय : बिहार राज्य की विधान सभा के लिए आम चुनाव, 2025 और विभिन्न राज्यों/संघ राज्य क्षेत्रों के 8 विधानसभा क्षेत्रों के लिए उप-चुनाव, 2025 - सवेतन अवकाश - के संबंध में।

Sub : General Election to the Legislative Assembly of state of Bihar, 2025 and Bye-Elections to 8 Assembly Constituencies of various States/UT, 2025 - Paid Holiday - reg.

अधोहस्ताक्षरी को यह कहने का निदेश हुआ है कि सक्षम प्राधिकारी ने कार्मिक एवं प्रशिक्षण विभाग, कार्मिक, लोक शिकायत और पेंशन मंत्रालय, भारत सरकार द्वारा उपरोक्त विषय पर जारी दिनांक 04 नवंबर, 2025 के कार्यालय ज्ञापन संख्या 12/1/2022-JCA को सभी सीएसआईआर प्रयोगशालाओं/संस्थानों/इकाइयों को सूचना, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने की स्वीकृति प्रदान की है।

The undersigned is directed to state that the Competent Authority has accorded approval to forward the Office Memorandum No. 12/1/2022-JCA dated 04th November, 2025 on the above subject issued by Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, Government of India, to all CSIR Labs./Instts./Units for information, guidance and compliance.

र.कुल
7/11/25

(कुमार राहुल/Kumar Rahul)

उप सचिव (नीति प्रभाग)/Deputy Secretary (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान
The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units
- 2) सी.एस.आई.आर. वेबसाइट/ CSIR Website
- 3) कार्यालय प्रति/Office copy.

F. No. 12/1/2022-JCA
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)
Pers Policy (JCA) Section

2nd Floor, B Wing,
Lok Nayak Bhawan, Khan Market,
New Delhi, the 4th November, 2025

OFFICE MEMORANDUM

Subject: General Election to the Legislative Assembly of Bihar, 2025 and Bye-Elections to 8 Assembly Constituencies of various States/UT, 2025 - Paid Holiday - regarding

The undersigned is directed to say that Election Commission of India has informed vide their letter No. 78/EP/2025 dated 07.10.2025 regarding General Election to the Legislative Assembly of Bihar, 2025 and letter no. 78/EP/2025 dated 07.10.2025, regarding bye-elections to 8 Assembly Constituencies of various States/UT, 2025. The dates of Poll for General Election to Legislative Assembly of Bihar, 2025 have been fixed in Two Phases on 06.11.2025 (Thursday) and 11.11.2025 (Tuesday).

2. Bye-elections to 8 (Eight) Assembly Constituencies in various States/UT, 2 ACs in Jammu and Kashmir {27-Budgam and 77 Nagrota}, and 1(one) AC each in Rajasthan {193-Anta}, Jharkhand {45-Ghatsila (ST)}, Telangana {61-Jubilee Hills}, Punjab {21-Tarn Taran}, Mizoram {2-Dampa (ST)} and Odisha {71-Naupada} are **scheduled to be held on 11.11.2025 (Tuesday)**.

3. As per the guidelines issued by DoPT vide OM No. 12/14/99- JCA dated 10th October, 2001, the following instructions on closing of the Central Government Offices including Industrial Establishments in connection with elections/bye elections are given below:-

- i. *The Central Government Offices including Industrial Establishments shall remain closed on the day of poll in the notified areas where general election to the State Legislative Assembly is scheduled to be conducted.*
- ii. *In connection with the bye-election to Assembly Constituencies, 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.*
- iii. *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 general/bye-election.*

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


(Amit Pankaj)
Deputy Secretary to the Government of India

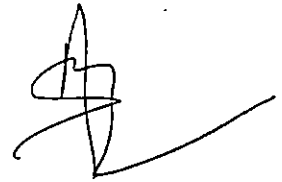
To

1. All Ministries / Departments of Government of India.
2. The Chief Secretaries of the States/UT Government of Bihar, Jammu & Kashmir, Rajasthan, Jharkhand, Telangana, Punjab, Mizoram and Odisha.
3. 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 Bihar/High Court of Jammu & Kashmir /High Court of Rajasthan /High Court of Jharkhand/ High Court of Telangana / High Court of Punjab/High Court of Mizoram and High Court of Odisha.
4. All attached and subordinate offices of Ministry of Personnel, P.G. & Pensions / MHA
5. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi

6. National Commission for Scheduled Castes / National Commission for Scheduled Tribes / National Commission for Backward Classes

7. Chairmen/Secretaries, Central Government Employees Welfare Coordination Committee, in the States/UT of Bihar, Jammu & Kashmir, Rajasthan, Jharkhand, Telangana, Punjab, Mizoram and Odisha

8. The Election Commission of India, New Delhi – w.r.t. letter No. 78/EPS/2025 dated 07.10.2025 and No.78/EPS/2025 dated 07.10.2025.

A handwritten signature in black ink, consisting of a stylized 'S' or 'Z' shape with a long horizontal stroke extending to the right.