

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

2nd Floor, 'B' Wing,
Lok Nayak Bhawan, Khan Market
New Delhi, the 3rd September, 2024 .

OFFICE MEMORANDUM

Subject: General Election to the Legislative Assemblies of Haryana and UT of Jammu and Kashmir, 2024 - Paid holiday - regarding

The undersigned is directed to state that as informed by the Election Commission of India, vide their letter no. 78/EPS/2024 dated 16.08.2024 & 31.08.2024, General Election to the Legislative Assemblies of Haryana and UT of Jammu and Kashmir are scheduled to be held as under:-

S.No.	Phase	No. of Assemblies Constituency	Date of Poll	Day
1.	UT of Jammu and Kashmir (Phase-I)	24 ACs	18.09.2024	Wednesday
2.	UT of Jammu and Kashmir (Phase-II)	26 ACs	25.09.2024	Wednesday
3.	UT of Jammu and Kashmir (Phase-III)	40 ACs	01.10.2024	Tuesday
4.	Haryana	90 ACs	05.10.2024	Saturday

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 guidelines issued by Department of Personnel and Training vide OM N. 12/14/99-JCA dated 10.10.2001 are enclosed. It is directed that these guidelines may be complied with accordingly.

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


(Parveen Jargar)
Deputy Secretary (JCA)

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 Haryana /High Court of Jammu and Kashmir
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 Haryana and Jammu and Kashmir
6. National Commission for Scheduled Castes/National Commission for Scheduled Tribes/ National Commission for Backward Classes
7. The Chief Secretaries of the State Government Haryana and Jammu and Kashmir
8. The Election Commission of India, New Delhi – w.r.t. letter No. 78/EPS/2024/24303 dated 16.08.2024 & 31.8.2024.
9. Hindi Section, DoPT- with the request to provide the Hindi Translation

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.

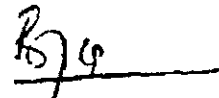
(i) The relevant organizations shall remain closed in the notified areas where general elections to Lok Sabha or State Legislative Assembly are scheduled to be conducted.

(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's 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.