

CORPORATE OFFICE:

5th Floor

Telecom Establishment (TE) Section

Establishment Branch

TEL: 011-23734364, 23734051(Fax)



भारत संचार निगम लिमिटेड

(भारत सरकार का उपक्रम)

BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

File No. BSNLCO-A/14(21)/1/2024-ESTAB

Dated: 12.11.2024

To

All Telecom Circles,
Metro Districts,
Other Administrative Units of BSNL,
BSNL

Subject- Closing of Central Government Offices in connection with General Elections to the Lok Sabha, State Legislative Assemblies, Panchayat, Municipalities / Corporation or other local Bodies and Bye -elections to Assemblies Constituencies and Parliamentary Constituencies - Paid holiday – regarding

The undersigned is directed to refer to the subject noted above and to say that DoP&T vide OM No. 12/14/99-JCA dated 10th October, 2001 has been issued instructions regarding future closing of the Central Government Offices including Industrial Establishments in the States. This office details instructions for closure of offices, paid holiday etc in connection with Lok Sabha, Assembly elections etc from time to time as per dates notified by the Election Commission of India/Statutory authority which are generally applicable in elections every time. This letter has already been circulated vide BSNL CO Letter no. 3-1/2013-TE dtd 12.04.2013.

2. In this connection, it is hereby conveyed to all heads of telecom circles, that the instructions issued by the DoP&T with regard to closure of offices, special casual leave etc in above-mentioned context, shall apply *mutatis mutandis* in case of offices of BSNL, for which no separate endorsement of BSNL Corporate Office may not be required in future. The Circles within their jurisdiction may take appropriate action as per guidelines/instructions issued by DoPT from time to time in the above-mentioned context.

This is issued with the approval of the Competent Authority.

Yours faithfully,

(Keshav Kumar)

Asstt. General Manager (Estt.II)

Encl: as above

Copy to:

1. PPS to CMD, BSNL
2. All Directors, BSNL Board
3. All PGMs/Sr.GMs/GM, BSNL CO
4. CVO/CS&GM(Legal), BSNL CO
5. Recognized Unions/Associations of BSNL
6. OL Section for Hindi Translation
7. BSNL Intranet portal

(Nirtya Gopal)

Deputy Manager (Estt-II)

Regd. & Corporate Office: Bharat Sanchar Bhawan, H.C. Mathur Lane, Janpath, New Delhi-110001

Corporate Identity Number(CIN): U74899DL2000GO1107739

www.bsnl.co.in



BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

[TE Section]

(Corporate Office)

5th floor, Bharat Sanchar Bhawan, Janpath, New Delhi -1

No. 3-1/2013-TE

Dated 12.04.2013.

To

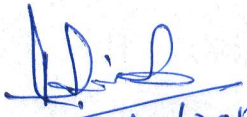
Heads of Telecom Circles/ Chennai Telephones/
Calcutta Telephones / All Heads of Administrative Units, BSNL.

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

Queries are received from field units from time to time regarding closing of BSNL Offices in connection with elections to Lok Sabha/ State Assembly/ Panchayat/ Municipalities/ Corporation or other Local Bodies.

In this connection, I am directed to forward herewith a copy of Ministry of Personnel, Public Grievances & Pensions (Deptt. of Personnel & Training) O.M. No. 12-14/99-JCA dated 10.10.2001 on the subject cited above for information, guidance and strict compliance.

Encl: As Above.


12/4/2013

(A. Sinha)

Asstt. General Manager (Pen. /TE)

T.No. 23737886

12/5/20

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.

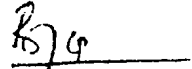
(ii) In connection with bye-election to Lok Sabha / State Assembly, only such of the employees who are bona-fide voters in the relevant constituency should be granted special casual leave on the day of polling. Special Casual leave may also be granted to an employee who is ordinarily a resident of a 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.