

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: 23<sup>rd</sup> October, 2023

**OFFICE MEMORANDUM**

**Subject:** General Election to the Legislative Assemblies of Chhattisgarh, Madhya Pradesh, Mizoram, Rajasthan and Telangana, 2023 and Bye –Election to 43-Tapi (ST) Assembly Constituency of Nagaland, 2023 - Paid holiday - regarding

The undersigned is directed to state that as informed by the Election Commission of India, vide their letter no. 78/EPS/2023/2000 dated 10.10.2023 and letter no. 78/EPS/2023/2016 dated 11.10.2023, General Election to the Legislative Assemblies of Chhattisgarh, Madhya Pradesh, Mizoram, Rajasthan and Telangana, 2023 and Bye-election to Bye-Elections to 43-Tapi(ST) Assembly Constituency of Nagaland, 2023 are scheduled to be held as under:-

**A. Schedule for General Elections to the Legislative Assemblies:**

S. No.	Phase	Assembly Constituencies	Date of Poll	Day
1.	Chhattisgarh (Phase 1)	20 (ACs)	7.11.2023	Tuesday
2.	Chhattisgarh (Phase II)	70(ACs)	17.11.2023	Friday
3.	Mizoram	40 (ACs)	7.11.2023	Tuesday
4.	Madhya Pradesh	230 (ACs)	17.11.2023	Friday
5.	Rajasthan	200(ACs)	25.11.2023	Saturday
6.	Telangana	119 (ACs)	30.11.2023	Thursday

**B. Schedule for Bye- Elections to the Legislative Assembly of 43Tapi (ST):**

S. No.	State	Assembly Constituency	Date of Poll	Day
1.	Nagaland	43- Tapi (ST)	7.11.2023	Tuesday

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. It is directed that these guidelines may be complied with and necessary action taken accordingly.

3. The above instructions may 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 Chhattisgarh /High Court of Mizoram/High Court of Madhya Pradesh/High Court of Rajasthan/High Court of Telangana/ High Court of Nagaland
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 Chhattisgarh, Mizoram, Madhya Pradesh, Rajasthan, Telangana and Nagaland
6. National Commission for Scheduled Castes/National Commission for Scheduled Tribes/ National Commission for Backward Classes
7. The Chief Secretaries of the State Government Chhattisgarh, Mizoram, Madhya Pradesh, Rajasthan, Telangana and Nagaland
8. The Election Commission of India, New Delhi – w.r.t. letter No.
9. 78/EPS/2023/2000 dated 10.10.2023 and 78/EPS/2023/2016 dated 11.10.2023
10. Hindi Section, DoPT- with the request to provide the Hindi Translation

12/1/2022-JCA-Part1

2466293/2022/JCA-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.

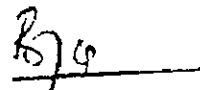
(i) The relevant organizations shall remain closed in the notified areas where general elections to Lok Sabha or State Legislative Assembly are scheduled to be conducted.

(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.