



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान  
NATIONAL INSTITUTE OF OPEN SCHOOLING

आईएसओ 9001 : 2015 प्रमाणित/ISO 9001 : 2015 Certified

(स्कूल शिक्षा और साक्षरता विभाग, शिक्षा मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्था)  
(An autonomous Institution under Deptt. of SE&L, Ministry of Education (MoE), Govt. of India)

F.No.41-61/NIOS/Pers/2857

Date : 24th April, 2024

To

All HoDs/RCs

Subject: Closing of Central Government Offices in connection with General Elections to Lok Sabha 2024 and General Election to the Legislative Assemblies of Andhra Pradesh, Arunachal Pradesh, Odisha & Sikkim and Bye-elections to fill the clear vacancies in Assembly Constituencies of various States-Grant of Phase-wise Paid Holiday - reg.

Sir/Madam,

I am directed to forward herewith the Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel & Training) Establishment (JCA) Section, Office Memorandum No.F.12/1/2022-JCA dated 05.04.2024 on the above mentioned subject for your information, guidance and compliance.

This issues with the approval of Competent Authority.

Yours faithfully,

(24/4/24)  
(R Baskar)

Assistant Director (Admn.)

Encl : as above

Copy to:-

1. PA to Chairperson for kind information of Chairperson
2. NIOS website

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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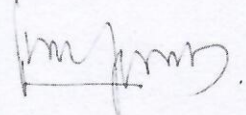
2<sup>nd</sup> Floor, 'B' Wing,  
Lok Nayak Bhawan, Khan Market  
New Delhi, the 5<sup>th</sup> April, 2024.

**OFFICE MEMORANDUM**

**Subject: Closing of Central Government Offices in connection with General Elections to Lok Sabha 2024 and General Election to the Legislative Assemblies of Andhra Pradesh, Arunachal Pradesh, Odisha & Sikkim and Bye- elections to fill the clear vacancies in Assembly Constituencies of various States- Grant of Phase-wise Paid Holiday - regarding .**

The undersigned is directed to say that in connection with the General Elections to the Lok Sabha 2024 and General Election to the Legislative Assemblies of Andhra Pradesh, Arunachal Pradesh, Odisha & Sikkim and Bye - elections to fill the clear vacancies in Assembly Constituencies of various States scheduled to be held during April-June, 2024, the following guidelines, already issued by DOPT vide OM No. 12/14/99-JCA dated 10<sup>th</sup> October, 2001, have to be followed for closing of the Central Government Offices including Industrial Establishments in the States:-

- (i) The relevant offices/organizations shall remain closed on the day of poll in the notified areas where general elections to the Lok Sabha and State Legislative Assembly are scheduled to be conducted.
  - (ii) In connection with bye-election to 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 constituency and registered as a voter but employed in any Central Government Organization/Industrial Establishment located outside the constituency having a general/bye-election.
2. The above instructions may be brought to the notice of all concerned.



(Parveen Jargar)  
Deputy Secretary to the Govt. of India

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, Public Grievances and Pensions/MHA
4. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
5. Staff Side Members of the Departmental Council (JCM), Ministry of Personnel, P.G and Pensions.
6. Chairman/Secretary, Central Government Employees Welfare Coordination Committee in all the States.
7. National Commission for Scheduled Castes/National Commission for Scheduled Tribes/National Commission for Minorities
8. Chief Secretary, all the State Governments/UTs.
9. Election Commission of India, New Delhi.