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## भारतीय आयुर्विज्ञान अनुसंधान परिषद

### INDIAN COUNCIL OF MEDICAL RESEARCH

स्वास्थ्य अनुसंधान विभाग ( स्वास्थ्य एवं परिवार कल्याण मंत्रालय )

DEPARTMENT OF HEALTH RESEARCH ( MINISTRY OF HEALTH & FAMILY WELFARE)

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V.RAMALINGASWAMI BHAWAN, ANSARI NAGAR, POST BOX-4911, NEW DELHI-110029

No. 18/11/2013-Admn.-II

Dated: 2.12.2013.

To,

The Directors/Director-in-Charge  
of all Local Institutes/Centers  
of the Council.

Subject : Closing of Central Government Offices in connection with general elections to the Legislative Assemblies etc. during 2013

Sir/Madam,

I am directed to send herewith a copy of OM No. F. No. 12/12/2013-JCA2 dated 26.11.2013 received from Ministry of Personnel, Public Grievances and Pensions, New Delhi for your information and necessary action.

Yours faithfully,

(Bharat Bhushan)  
Administrative Officer  
for Director General

Yours faithfully,

(Bharat Bhushan)  
Minister  
Admn. Officer  
For Director-General

F.No.12/12/2013-JCA 2

Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel & Paining)

North Block, New Delhi  
Dated the 26th November, 2013

OFFICE MEMORANDUM

**Subject: Closing of Central Government Offices in connection with general elections to the Legislative Assemblies etc. during 2013.**

The undersigned is directed to say that in connection with the general elections to the Legislative Assemblies of some States, scheduled to be held in 2013, the following guidelines, already issued by DOPT vide OM No. 12/14/99-JCA dated 10th 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 in the notified areas where general elections to the State Legislative Assembly are scheduled to be conducted on the day of poll.

(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 constituency and registered as a voter but employed in any Central Government Organization/Industrial Establishment located outside the constituency having a general/bye-election.

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

sd/-  
(Ashok Kumar)  
Deputy Secretary (JCA)