



**Office of the
Principal Chief Commissioner of Income Tax
10th Floor, C Block, Income Tax Towers
A.C. Guards Hyderabad.**

F.No. CGEWCC/Income Tax/Holidays-2020/2020-21

Date: 25-11-2020

-: CIRCULAR :-

Sub:- Clarification regarding Holiday to be observed for all Central Government Offices in Hyderabad on account of Greater Hyderabad Municipal Corporation Election scheduled on 01.12.2020 (Tuesday)- Regarding

Ref:- DOPT OM No. 12/14/99-JCA dated 10.10.2001.

In view of the Greater Hyderabad Municipal Corporation election on **01.12.2020 (Tuesday)** in hyderabad district , clarification regarding closed holiday was sought by various Central Government Offices in Hyderabad. In this regard, it is informed that, the DOPT OM dated 10.10.2001 has given the directions for regulating the functioning of Central Government Offices in connection with elections, which are produced as under :

*"In connection with local body elections viz. Panchayat/Corporation/Municipality, the Government employees who are bonafied voters and desire to exercise the franchise **should be offered reasonable facility**, subject to normal exigencies of service, either by come late to office or being allowed to leave office early or a short absence on that day".*

2. In view of the above, all Heads of Central Government Offices located in Hyderabad are requested to comply with the above O.M.


25/11/2020

(B. Srinivasa Rao)

Dy. Commissioner of Income Tax
& Secretary, CGEWCC/RSB, Hyderabad.

To

1. All Head of Central Government offices in Hyderabad
2. DD (Systems) for uploading on website www.incometaxhyderabad.gov.in
3. Notice Boards at Income Tax Towers, CGO Towers, Kavadiguda and Kendriya Sadhan, Koti

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.