



URGENT
LOK SABHA ELECTION, 2024



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER.....GOALPARA
(PERSONNEL CELL)

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No GPE 28/2023/119

Dated 18th March 2024

From: District Election Officer,
Goalpara

To: 1. The Head of Departments, Goalpara district
2. The Principal, Sainik School, Goalpara
3. The Principal, all Colleges, Goalpara
4. The Principal, Kendriya Vidyalaya, Goalpara
5. The Principal, Navodaya Vidyalaya, Dudhnoi, Goalpara
6. The Post Master, Head Post Office, Goalpara
7. The Branch Manager, LIC, Goalpara / Dudhnoi Branch

Subject: Matter relating to leave of officers / staff.

Sir / Madam,

In view of the announcement of Schedule of General Election to Lok Sabha 2024, presence of the Officers / Officials in their respective head quarters are invariably needful at any time. Mere submission of application does not necessarily authorize any officers/staffs to leave headquarters without sanction.

Henceforth, no officers/staffs shall leave headquarters or shall abstain himself/herself from duty by mere submission of application to leave headquarters or any kind of leave except medical emergency or any justified exigencies

It is, therefore, emphasized and impressed upon all officers/staff that no Officers/Staffs should be allowed to leave headquarters without prior approval from the competent authority till the completion of the whole Election process.

Any default in compliance of the above instructions will be viewed seriously and departmental action will be taken up as per prevailing Govt Rules and ECI guidelines.

Yours faithfully,

District Election Commissioner,
Goalpara

Memo No GPE 28/2023/119-A

Dated 18th March 2024

Copy to

1. The Chief Electoral Officer, Assam, Dispur, Guwahati-06 for favour of kind information
2. The In-Charge, all Cells, Lok Sabha Election, 2024, Goalpara for information and necessary action
3. The LDM, UCO Bank, Goalpara for information and necessary action. He is directed to convey the above instruction to all Bank Branches of Goalpara district.

District Election Commissioner,