

*Welfare*

“ഭരണഭാഷ - മാതൃഭാഷ”

# വ്യാവസായിക പരിശീലന വകുപ്പ്

(കേരള സംസ്ഥാനം)

നമ്പർ : എ5/1667/16(2).

KSHB Building, ശാന്തി നഗർ,  
തിരുവനന്തപുരം,  
തീയതി : 11.1.2016.

പ്രേഷകൻ

ട്രെയിനിംഗ് ഡയറക്ടർ

സ്വീകർത്താവ്

എല്ലാ ഐ.ടി.ഐ പ്രിൻസിപ്പാൾമാർക്കും  
സ്പെഷ്യൽ ഓഫീസർ, എസ്.റ്റി.ഐ കഴക്കൂട്ടം,  
ജോയിന്റ് ഡയറക്ടർ, ആർ.ഡി.റ്റി.കണ്ണൂർ.  
എല്ലാ ട്രെയിനിംഗ് ഓഫീസർമാർക്കും.

സർ,

വിഷയം:- വ്യാവസായിക പരിശീലന വകുപ്പ് - ജീവനക്കാര്യം - 2016  
ജനുവരി 12-ന് ഒരു വിഭാഗം സർക്കാർ ജീവനക്കാർ  
നടത്തുന്ന പണിമുടക്ക് - ഹാജർ നില അറിയിക്കുന്നത് -  
സംബന്ധിച്ച്.

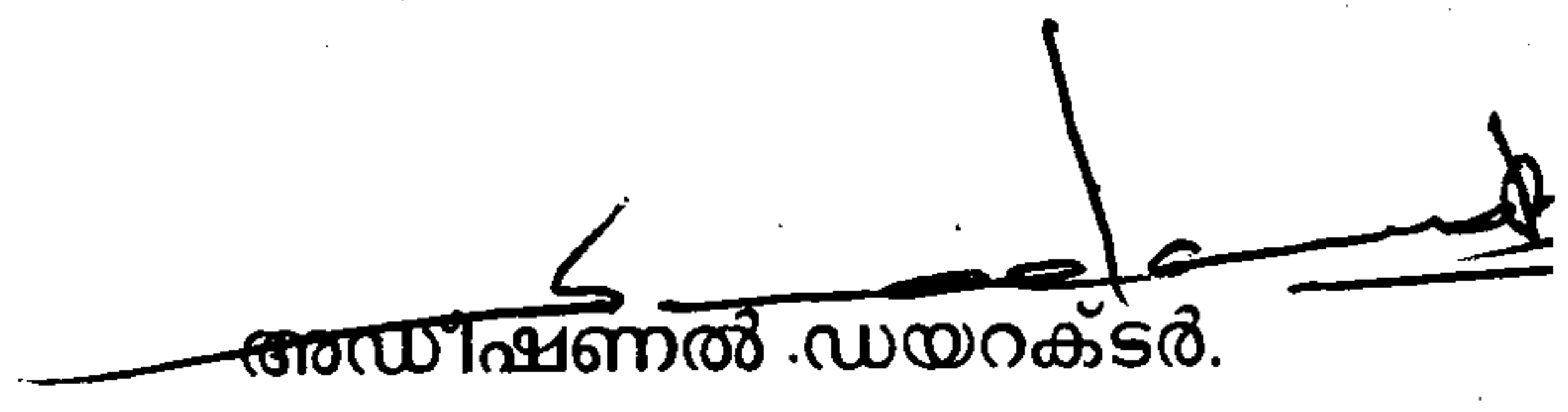
സൂചന:- 06.1.2016-ലെ G.O(P) No.5/2016/GAD നമ്പർ സർക്കാർ  
ഉത്തരവ്.

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സൂചന ഉത്തരവിന്റെ പകർപ്പ് ഉൾക്കൊള്ളിക്കുന്നു. 2016 ജനുവരി  
12-ന് ഒരു വിഭാഗം സർക്കാർ ജീവനക്കാർ നടത്തുന്ന പണിമുടക്കിൽ  
പങ്കെടുക്കുന്ന പക്ഷം ഡെസ് നോൺ ബാധകമായിരിക്കുമെന്ന് സർക്കാർ സൂചന  
പ്രകാരം ഉത്തരവായിട്ടുണ്ട്. ഈ ദിവസം ജോലിക്ക് വരുന്നവരുടെയും  
വരാത്തവരുടെയും വിവരങ്ങൾ ചുവടെ ചേർക്കുന്ന മാതൃകയിൽ തയ്യാറാക്കി  
12.1.2016 രാവിലെ 10.25 എ.എം-ന് തന്നെ dtestablishment @gmail.com എന്ന  
വിലാസത്തിൽ അയച്ചുതരേണ്ടതാണ്. ടി ദിവസം സർക്കാരിന് രാവിലെ 10.30-ന്  
വകുപ്പിലെ ഹാജർ നില അറിയിക്കേണ്ടതിനാൽ സമയനിഷ്ഠ കൃത്യമായും  
പാലിക്കേണ്ടതാണ്.

- Total Staff Strength
- Number of Employees Present
- Number of Employees Unauthorizedly absent.
- Number of Employees on authorized leave.
- Number of leave application received.

വിശ്വസ്തതയോടെ,

  
അഡീഷണൽ ഡയറക്ടർ.

ഉള്ളടക്കം:- മേൽപ്രകാരം



GOVERNMENT OF KERALA

1667.

Abstract

Public Services - Threatened Strike by a section of Government Employees & Teachers on 12<sup>th</sup> January 2016 - Measures for dealing with - Orders Issued.

GENERAL ADMINISTRATION (SECRET SECTION) DEPARTMENT

G.O.(P) No.5/2016/GAD.

Dated, Thiruvananthapuram, 06.01.2016

Read: 1. G.O.(P) No.34 /2002/GAD, dated, 23.01.2002.

2. G.O(P) No 227/2015/GAD, dated 25.08.2015.

ORDER

Certain Organizations of State Government Employees and Teachers have threatened to go on strike on 12<sup>th</sup> January 2016. To meet the situation, in case the threatened strike materializes, following orders are issued:

**1. No leave of any kind shall be granted to Government Employees, Teachers etc (including Gazetted Officers) for the strike day except on the following grounds:**

- 1) **Sickness of the individual or near relatives ('near relative' will mean wife, husband, children, father and mother of the Government servant).**
- 2) **Examination purpose of the employee.**
- 3) **Maternity purpose of the employee.**
- 4) **Other unavoidable reasons of a like nature.**

2. Heads of Departments and other sanctioning authorities shall insist on Medical Certificates from Government Doctors in the proper form with the office stamp / seal affixed, to be produced by the applicants for the leave applied for on medical grounds. In cases of doubt on the bonafides of the Medical certificates, the applicants are to be directed to appear before the Medical Board immediately. Irrespective of the reason given for the leave, the sanctioning authority will have the discretion to refuse the leave if such authority has reason to believe that the leave is meant for participation in the strike.

3. The applications for leave from the employees should be disposed of immediately and should not be kept without disposal. While taking decisions the above instructions should be strictly adhered to.

4. Every Head of office shall keep the Head of his Department informed of the details of all employees under him who have been granted leave and should also be able to justify the grant of leave, if so required.

5. **Sanctioning authorities may be directed to observe strictly the instruction regarding grant of leave to their subordinates. They may be informed that they are liable to be proceeded against in cases of violation of the instructions.**

6. If the Head of an office is on strike and as a result the office is closed, thereby preventing employees not on strike from attending the office, they may report before the District Officer. The District Officer should make immediate necessary arrangements for opening the office in such case.

7. The District Collectors and Heads of departments will take action

(a) to give protection to those not on strike,

(b) to ensure unhindered access to Government Offices / Institutions, and

(c) to avoid over-crowding in front of the gates of the offices.

Instructions have been given to the Police Department to give all necessary assistance in this context.

8. The Heads of Departments / offices will keep the keys of the offices and of the gates in their personal custody. They should arrange for the opening of the office sufficiently early to enable the employees not on strike to enter the offices.

9. The Director General of Police will, in consultation with the Heads of Departments, make arrangements for guarding the Government offices at night in the event of the strike.

10. The District Collectors are authorized to requisition vehicles belonging to other Departments or agencies or hire private vehicles to the extent necessary to meet the situation. The expenditure may be debited to the contingencies of the Department for whose need the vehicles are so requisitioned / hired

11. The unauthorized absence of the employees for participation in strike will be treated as *dies non*. **The pay for the day in which the strike is taking place will be withheld from the salary for the month of February 2016. In the case of Gazetted Officers, their attendance in duty should be certified in the pay bills for the month of February 2016. This certificate need not be recorded by the Principal Secretaries, Secretaries, Special Secretaries to Government, Heads of Departments, District**

Collectors, Judicial Officers and Executive Officers of the Police Force and the Officers of All India Services.

12. Persons indulging in violence or destruction to public property will be prosecuted.

13. The provisional recruits in Government Service who absent themselves without sanction during the day of the strike will be removed from service.

14. In the event of the strike materializing all Heads of departments will convey to Government in the General administration (Secret Section) Department over Telephone (Telephone No.0471- 2327559/2518399) by 10.30 a.m. on the day of strike, a general situation report indicating their total strength of staff, the number of employees present, number of employees unauthorisedly absent, number of employees on authorized leave and number of applications for leave received in their offices. The District Collectors will furnish to Government in the General Administration (Secret Section) Department over telephone on the day of strike a general situation report by 11.30 a.m. in respect of the employees in their offices as well as in the Major Offices in the Districts (including non-revenue offices). The Addl. Chief Secretaries / Principal secretaries / Secretaries/ Special Secretaries will also forward to General Administration (Secret Section) Department on the day of strike similar situation reports (Consolidated Department-wise) in respect of the employees in their Department, in the Secretariat, by 10.30 a.m.

15. In addition to the situation report mentioned above, in the case of the secretariat departments, the Additional Chief Secretaries/ Principal Secretaries/Secretaries/Special Secretaries to Government concerned or in his absence the senior most officer available in the Department should get a list of absentees (with name and designation) participating in the strike prepared. Consolidated lists of such employees will be prepared and forwarded to the Secretary to Government, General Administration (Secret Section) Department on the same day of the strike for further action. In the case of the offices of Heads of the Department and officers, similar lists will be prepared on the day of the strike by the officers concerned and forwarded to the Secretary to Government, General Administration (Secret Section) Department as early as possible. The attendance position should be furnished at the appointed time.

16. All Heads of Departments and District Collectors should forward a detailed report to the attendance position on the next day of the strike separately indicating total number of employees in each Department, number of employees

2/1/4

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participated in the strike, number of employees attended office and employees on leave to the Secretary, General Administration (SS) Department without fail.

17. All Heads of Departments / Offices and District Collectors will ensure that the normal functioning of the essential services under their control is not interfered with.

18. The Director General of Police, in consultation with the Heads of Departments will make necessary arrangements to avoid any untoward incidents and tension in the office premises.

19. All concerned are requested to ensure that the above instructions are followed scrupulously.

By order of the Governor,

JJI THOMSON  
Chief Secretary to Government

To

All Addl. Chief Secretaries/Principal Secretaries/Secretaries/Special Secretaries to Government.  
All Heads of Department / All District Collectors, Kerala.  
The Director of Information and Public Relations, Thiruvananthapuram. (For Press Release)  
The Registrar General, High Court of Kerala, Ernakulam (with C.L).  
The Secretary, Kerala Public Service Commission, Thiruvananthapuram, Pattom (with C.L).  
The Secretary to Governor, Raj Bhavan, Thiruvananthapuram (with C.L).  
The Private Secretary to Chief Minister.  
The Private Secretary to Speaker, Kerala Legislative Assembly.  
The Private Secretaries to All Ministers.  
The Private Secretary to Opposition Leader.  
The Accountant General (A&E), Kerala, Thiruvananthapuram.  
The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.  
The Advocate General, Ernakulam (with C.L).  
All Universities  
All Departments (All Sections) of the Secretariat including Law and Finance.  
The Secretary, Kerala Legislature secretariat, Thiruvananthapuram (with C.L)  
All Heads of Public Sector Undertakings.  
The Additional Secretary to Chief Secretary.  
Nodal officer [www.kerala.gov.in](http://www.kerala.gov.in)  
Stock File/Office Copy

Forwarded / By Order

  
Section Officer