

ഭരണഭാഷ - മാതൃഭാഷ
വ്യാവസായിക പരിശീലന വകുപ്പ്
(കേരള സംസ്ഥാനം)
ട്രെയിനിംഗ് ഡയറക്ടറേറ്റ്,

തൊഴിൽ ഭവൻ
തിരുവനന്തപുരം.33
തീയതി :01-11-2024

നം.ഡിറ്റി/642/2024-എ5
ട്രെയിനിംഗ് ഡയറക്ടർ

എല്ലാ സ്ഥാപന മേധാവികൾക്കും
(വകുപ്പ് വെബ്സൈറ്റ് മുഖേനെ)

സർ,

വിഷയം:വ്യാവസായിക പരിശീലന വകുപ്പ് ട്രെയിനിംഗ് ഡയറക്ടറേറ്റ് -
ബൈ-ഇലക്ഷൻ- 2024 - വിവരങ്ങൾ അറിയിക്കുന്നത്
സംബന്ധിച്ച്.

- സൂചന:- (1) ജനറൽ അഡ്മിനിസ്ട്രേഷൻ (കോ-ഓർഡിനേഷൻ) വകുപ്പിൽ
നിന്നുള്ള 23.10.2024, 26.10.2024 എന്നീ തീയതികളിലെ
Cdn.1/101/2024/GAD നമ്പർ സർക്കുലറുകൾ.
- 2) ജനറൽ അഡ്മിനിസ്ട്രേഷൻ (കോ-ഓർഡിനേഷൻ) വകുപ്പിൽ
നിന്നുള്ള 29.10.2024 ലെ 4773/2024/GAD നമ്പർ ഉത്തരവ്.

ബൈ-ഇലക്ഷൻ- 2024 മാധ്യമ സന്ധിയിൽ മേൽ സൂചന സർക്കുലറുകളും
ഉത്തരവും അറിയിച്ചേക്കാം തുടർ നടപടികൾക്കുമായി അയക്കുന്നു.

വിശ്വസ്തയോടെ,

Shammi Baker A, JD DTTVM, O/O JD DTTVPM

ഉള്ളടക്കം : മേൽപ്പറഞ്ഞവ.

Signed by

Shammi Baker A

പകർപ്പ്.

Date: 01-11-2024 16:02:52

ആസ്ഥാന കാര്യലയത്തിലെ എല്ലാ സെക്ഷൻ സൂപ്രണ്ടുമാർക്കും.



GOVERNMENT OF KERALA

No.Cdn.1/101/2024/GAD
General Administration (Co-ordination) Department,
Thiruvananthapuram,
Dated:26-10-2024

CIRCULAR

General Administration Department - Bye-election to the 56-
Sub: Palakad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) - Model
Code of Conduct - Screening Committee- Guidelines -
Regarding.

Ref: Lr. No.437/6/1/INST/ECI/FUNCT/MCC/2024 dated
15.10.2024 from Election Commission of India

The Model Code of Conduct (MCC) in connection with the Bye-election to the 56- Palakad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) already come into force from 15.10.2024 with a view to making available sufficient time to comprehend the same and to facilitate all officials concerned to give appropriate direction to the subordinate officers in dealing with MCC cases. The following instructions are issued to be complied with so as to avoid sending all files to the Office of the Chief Electoral officer, Kerala for referring it to the Election Commission of India during election period for MCC clearance.

i. Cases that may come under MCC should be examined at the level of Secretaries itself, on the basis of MCC guidelines and decided accordingly. Only those cases where an exemption from MCC norms/clarification in guidelines is needed or cases which do not come under the purview of the existing instructions /guidelines should only be placed before the Screening committee constituted as per G.O. cited above for referring to the Chief Electoral officer, Kerala for consideration. Such files should clearly indicate.

- a) Brief of the case
- b) How it contravenes MCC provisions and why exemption is needed
- c) Specific remarks of the Secretary Concerned. (need of urgency)

ii. All Secretaries may give immediate direction to the HoDs, Head of PSUs, etc. coming under their administrative control that cases/files involving relaxation of MCC norms/ clarifications should be routed only through their respective administrative departments in the Secretariat and not to the Chief Electoral officer, Kerala directly. Secretaries should examine and take decision as per MCC guidelines.

iii. Secretaries concerned shall examine the file in accordance with the MCC Guideliness issued by the Chief Electoral officer, Kerala and may decide whether the proposal has to be submitted before Screening Committee Constituted for referring it to the Election Commission of India.

iv. Brief note (not exceeding one page in editable format) on proposals in the prescribed proforma appended to be placed before the Screening Committee should be sent well in advance to the Additional Chief Secretary (GAD) as per the instructions in the G.O cited, soft copy of the same should be sent to gadcdn@gmail.com, latest by Friday for placing in the next meeting on Monday.

v. Casual sending of files to Office of the Chief Electoral Officer will be viewed seriously and reported to the Election Commission of India.

vi. All officers concerned under your control may be sensitised about the above directions and the MCC guidelines. The guidelines are available in the website of the Chief Electoral Officer, Kerala.

K R JYOTHILAL
ADDITIONAL CHIEF SECRETARY

To:

The Chief Election Commissioner, Election Commission of India,
Nirvachan Sadan, Ashoka Road, New Delhi

The Chief Electoral Officer, Thiruvananthapuram

All Additional Chief Secretaries/Principal Secretaries/ Secretaries /
Spl. Secretaries

The Secretary to Governor

The Secretary, Kerala Legislative Assembly, Thiruvananthapuram

The Advocate General, Ernakulam

The Registrar, High Court of Kerala, Ernakulam

The Secretary, Kerala Public Service Commission,
Thiruvananthapuram
All District Collectors
All Heads of Departments.

The Chief Executives of all Public Sector Undertakings.

The Government owned Industrial Concerns } *Through District
Collectors concerned*

All Government Commercial Undertakings } *Through District
Collectors concerned*

All Departments in Government Secretariat including Law and
Finance (*They may be requested to give necessary directions to the
offices under their administrative control*)

The Station Director, All India Radio, Thiruvananthapuram

The Labour Commissioner, Thiruvananthapuram.

The Registrar, Kerala/CUSAT /Calicut/Mahatma Gandhi/Kannur
University

The Registrar, Kerala Agriculture University, Mannuthi, Thrissur

The Registrar, Sree Sankaracharya Sanskrit University, Kalady

The Registrar, Kerala University of Health and Allied Sciences

The Registrar, Kerala Veterinary & Animal Sciences University,
Camp Office, Mannuthy, Thrissur.

The Registrar, Kerala University of Fisheries and Ocean Studies,
Panangad, Kochi

The Director, Information & Public Relations Department (*for
giving wide publicity through media and Govt. Website*)

Web & New Media (*for publishing in Government Website*)

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Forwarded / By order,

Signed by

Sabu T K

Date: 28-10-2024 10:46:21

Section Officer.

Copy to :

The Private Secretary to Chief Minister

The Private Secretaries to all Ministers.

The Private Secretary to Leader of Opposition.

The Private Secretary to Speaker, Deputy Speaker

The OSD to Chief Secretary.

PA to Principal Secretary, GAD

Proforma

Sl No.	Dept & File No.	Subject	Need of urgency

**GOVERNMENT OF KERALA**

No.Cdn.1/101/2024/GAD
General Administration (Co-ordination) Department,
Thiruvananthapuram,
Dated:23-10-2024

CIRCULAR

Sub: General Administration Department – Bye-election to the 56- Palakkad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) – Application of Model Code of Conduct – Guidelines from Election Commission of India – Instructions issued - Regarding.

Ref: Cdn1/101/2024/GAD, Dated 18.10.2024

The Election Commission of India has announced Bye-election to the 56- Palakkad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) and Model Code of Conduct has come into force in the State with immediate effect from 15.10.2024 in the five districts of Palakkad, Thrissur, Malappuram, Kozhikkode and Wayanad and a circular on this has been issued as per the reference cited. In continuation of the above circular for the observance of model code conduct the following information is also included:-

- (i) In case the constituency is comprised in State Capital/Metropolitan Cities/Municipal Corporations, then the instructions on model code conduct would be applicable in the area of concerned Constituency only.
- (ii) In case of a district in which Corporation/ Metro/Municipal Corporation is located, MCC would be enforced in the particular Assembly Constituency Segment only and not in the whole of the district.
- (iii) In all other cases the MCC would be enforced in the entire district(s) covering the Constituency going for bye-election(s).

K R JYOTHILAL
#ApprovedByDesignation

To:

The Chief Election Commissioner, Election Commission of India,

Nirvachan Sadan, Ashoka Road, New Delhi
The Chief Electoral Officer, Thiruvananthapuram
All Additional Chief Secretaries/Principal Secretaries/ Secretaries /
Spl.Secretaries
The Additional Chief Secretary to Governor, Rajbhavan
The Secretary, Kerala Legislative Assembly, Thiruvananthapuram
The Advocate General, Ernakulam
The Registrar, High Court of Kerala, Ernakulam
The Secretary, Kerala Public Service Commission,
Thiruvananthapuram
All District Collectors
All Heads of Departments.
The Chief Executives of all Public Sector Undertakings.
The Government owned Industrial Concerns } Through District
Collectors
All Government Commercial Undertakings } concerned
All Departments in Government Secretariat including Law and Finance
*(They may be requested to give necessary directions to the offices
under their administrative control)*
The Station Director, All India Radio, Thiruvananthapuram
The Labour Commissioner, Thiruvananthapuram.
The Registrar, Kerala/Cochin/Calicut/Mahatma Gandhi/Kannur
University
The Registrar, Kerala Agriculture University, Mannuthi, Thrissur
The Registrar, Sree Sankaracharya Sanskrit University, Kalady, Aluva
The Registrar, Kerala University of Health and Allied Sciences,
Thrissur-680 596
The Registrar, Kerala Veterinary & Animal Sciences University, Camp
Office, Kerala Agricultural University Campus, Mannuthy, Thrissur.
The Registrar, Kerala University of Fisheries and Ocean Studies,
Panangad, Kochi
The Director, Information & Public Relations Department *(for giving
wide publicity through media and Govt. Website)*
Web & New Media *(for publishing in Government Website)*
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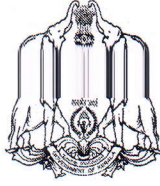
Sabu T K

Date: 23-10-2024 15:47:14

Section Officer.

Copy to :

- The Private Secretary to Chief Minister
- The Private Secretaries to all Ministers.
- The Private Secretary to Leader of Opposition.
- The Private Secretary to Speaker, Deputy Speaker
- The Officer on Special Duty to Chief Secretary.
- PA to Principal Secretary, GAD



GOVERNMENT OF KERALA

Abstract

General Administration Department - Bye-election to the 56-Palakad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) 2024 - Day of Poll - as Public holiday for all Public Offices & Educational Institutions and Paid holiday for all Government/Quasi Government and Commercial Establishments under Negotiable Instruments Act 1881 in the area covered by 56-Palakad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) Constituencies on 13.11.2024 - Orders issued.

GENERAL ADMINISTRATION (CO-ORDINATION) DEPARTMENT

G.O.(Rt)No.4773/2024/GAD Dated, Thiruvananthapuram, 29-10-2024

1. Letter No. 78/EPS/30813 dated 16.10.2024 from the Election Commission of India
2. Letter No. EL3/349/2024-ELEC-Part (3) dated 18.10.2024 from the Chief Electoral Officer, Kerala

ORDER

The poll in connection with the Bye-election to the 56- Palakad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) 2024, will be held on 13th November, 2024. Hence Government are pleased to declare the day of poll i.e. the **13th November, 2024 (Wednesday)** as Public holiday for all Public Offices & Educational Institutions and Paid holiday for all Government/Quasi Government and Commercial Establishments under Negotiable Instruments Act 1881, in the area covered by 56-Palakad (AC), 61-Chelakkara (SC), 04-Wayanad (HPC) Constituencies.

2) The Labour Commissioner will make necessary arrangements with all Private Enterprises, Private Industrial centers and other Private Institutions under the Shops and Commercial Establishment Act to declare the day of poll viz: the **13th November, 2024 (Wednesday)** as a paid holiday for all their employees. No deduction or abatement of the wages of any such persons shall be made on account of a holiday having been granted in accordance with law and if such person is employed on the basis that he would not accordingly receive wages for such a day, he shall

nonetheless be paid for such a day, the wages he would have drawn had not a holiday been granted to him on that day.

3) Employees including daily wage/casual workers who are ordinarily resident of the above Constituency where poll is taking place, and registered as an elector, in that constituency but serving/employed in an industrial undertaking or an establishment located outside the constituency where he/she is resident have to be given the benefit of paid holiday on the day of poll.

4) The Section 135B of the Representation of the People Act, 1951 is reproduced below for information:-

“a) Every person employed in any business, trade, industrial undertaking or any other establishment and entitled to vote at election to the House of the People or the Legislative Assembly of a State shall, on the day of poll, be granted a holiday.

b) No deduction or abatement of the wages of any such person shall be made on account of a holiday having been granted in accordance with sub-section (1) and if such person is employed on the basis that he/she would not ordinarily receive wages for such a day, he/she shall nonetheless be paid for such day the wages he/she would have drawn had not a holiday been granted to him/her on that day.

c) If an employer contravenes the provisions of sub-section (1) or sub-section (2), then such employer shall be punishable with fine, which may extend to five hundred rupees.

d) This section shall not apply to any elector whose absence may cause danger or substantial loss in respect of the employment in which he is engaged.”

5) The above provisions require that all the electors who are employees of establishments and shops including those which work on shift basis shall be granted a paid holiday on the day of poll in the Constituency where the General Elections are to be held. Further, there may be cases where a person is ordinarily resident of the Constituency and registered as an elector, may be serving or employed in an industrial undertaking or an establishment located outside the Constituency having a general election. It is clarified that in such a situation, even those electors including casual workers working outside the constituency concerned would be entitled to the benefit of a paid holiday extended under the Section 135B (1) of the

Representation of the People Act, 1951.

6) The daily wage/ casual workers are also entitled for a holiday and wages on the poll day as provided in Section 135B of the Representation of the People Act, 1951.

(By order of the Governor)

K R JYOTHILAL

ADDITIONAL CHIEF SECRETARY

The Chief Electoral Officer, Election (General) Department,
Thiruvananthapuram (with C/L)

All Additional Chief Secretary/Principal Secretary/Secretary/Special
Secretary

All Heads of Departments

All District Collectors

The Chief Executives of all Public Sector Undertakings

All Government /Quasi Government Industrial concerns - Through
the District Collectors

All Government Commercial undertaking - Collector concerned

The Additional Chief Secretary to Governor, Rajbhavan,
Thiruvananthapuram

The Secretary, Kerala Legislative Assembly, Thiruvananthapuram

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

The Labour Commissioner, Thiruvananthapuram.

The Registrar, High Court of Kerala, Ernakulam

The Advocate General, Ernakulam

The Secretary, Kerala Public Service Commission, Thiruvananthapuram.

The Station Director, All India Radio, Thiruvananthapuram.

The Registrar, University of Kerala, Thiruvananthapuram

The Registrar, Mahatma Gandhi University, Kottayam

The Registrar, University of Calicut, Malappuram

The Registrar, University of Kannur, Kannur

The Registrar, Sree Sankaracharya University of Sanskrit, Kalady

The Registrar, Kerala University of Health and Allied Sciences, Trissur

The Registrar, Kerala Veterinary and Animal Sciences University, Trissur

The Registrar, Kerala University of Fisheries and Ocean Studies, Kochi

The Registrar, Kerala Agricultural University, Thissur

The Registrar, Kerala Administrative Tribunal, Thiruvananthapuram.

The Registrar, Cochin University of Science and Technology, Kochi

The Secretary, Kerala State Electricity Board, Thiruvananthapuram

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Sabu T K

Date: 29-10-2024 11:00:57
Section Officer

Copy to :

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The Private Secretary to all Minister
The Private Secretary to Leader of Opposition.
The Private Secretary to Speaker/Deputy Speaker.
The OSD to Chief Secretary
The PA to Additional Chief Secretary, GAD