



Letter No.304/Spl.A/2016-1,
Public (Special.A) Department,
Secretariat, Chennai-600 009.
Dated: 07.03.2016

From
Thiru K. Gnanadesikan, IAS,
Chief Secretary to Government.

To
All Collectors / Additional Collectors / Sub Collectors
All District Revenue Officers.
The Commissioner, Greater Chennai Corporation, Chennai-3.

Sir/Madam,

Sub: General Elections to the Legislative Assembly 2016
Collectors/Additional Collectors/Sub Collectors and District
Revenue Officers of the Districts - Casual leave and
permission to avail the holidays and to leave the
headquarters - Avoiding of - Instructions - Issue of -
Regarding.4-

-:-

The General Elections to the Legislative Assembly 2016 has been announced and the same will be held in single phase. With the announcement of the election, the Model Code has to be enforced. A lot of preparations have to be made for the elections including appointment and training of all election related staff up to the level of Presiding & Polling Officers. The Collectors/Additional Collectors, District Revenue Officers, Sub Collectors, Revenue Divisional Officers and officials entrusted with electoral responsibilities are therefore, advised to remain in the Headquarters and to avoid applying permission to leave Headquarters availing themselves of casual leave and holidays, till the election process is over, except in very special and unavoidable circumstances. In such situation they must mark a copy of their letter to the Chief Electoral Officer also.

Yours faithfully,

சி. பன்னி செல்வம்

for Chief Secretary to Government.

7/3/16

Copy to :

All Secretaries to Government
The Chief Electoral Officer & Principal Secretary to Government, Public
(Elections) Department, Secretariat, Chennai-9.
The Principal Secretary /Commissioner, Revenue Administration, Chepauk,
Chennai-5
The Public (Special-B) Department, Chennai-9.