

**GOVERNMENT OF WEST BENGAL
FINANCE (AUDIT) DEPARTMENT
325, SARAT CHATTERJEE ROAD, NABANNA,
HOWRAH-711 102**

No.78- F(P2)

Dated, the 6th January, 2020

MEMORANDUM

In view of call given by different trade unions and others for a 24 hours' All India Industrial strike/bandh on 8th January, 2020, it has been decided that all State Government Offices including those provided with Grants-in-Aid by the State Government shall remain open and all the employees shall report for duty on that date. It has been decided that **no Casual Leave for absence either in the 1st half of the day or in the second half or for the whole day nor any other leave** shall be granted to any employee on the said date. The employees who are on leave on 07-01-2020 shall have to report for duty on 7th January, 2020. It has also been decided that besides the strike/bandh day, no leave for the day preceding the bandh day i.e. 7th January, 2020 and for the day following the strike/bandh day i.e. 09th January, 2020, shall be allowed.

Now, the Governor has been pleased to decide that absence of employees on those days will be treated as 'dies-non' and no salary will be admissible unless such absence is covered by the following grounds :

- a) Hospitalisation of the employees;
- b) Bereavement in the family;
- c) Severe illness and absence continuing prior to 7th January, 2020;
- d) Employees who had been on Child Care Leave, Maternity Leave, Medical Leave and Earned Leave sanctioned prior to the 7th January, 2020.

It is mentioned here that dislocation/disruption of vehicular traffic will not be a reason for granting leave.

All Heads of Offices/Controlling Authorities concerned will issue Show-Cause notice to the employee(s) concerned who will remain absent on the 8th January, 2020 and /or the date(s)/period as stipulated in Para-1 hereinabove asking him/her to explain why action would not be taken against him/her for such unauthorised absence. On receipt of satisfactory reply, leave due and admissible may be granted on production of documentary evidence on the grounds mentioned above.

Where the absence is not covered by any of the above mentioned reasons and the leave has not been approved, the same will be treated as 'dies-non' and no salary will be admissible for the abovementioned days.

Those who will not respond to the Show-Cause notice will be liable to disciplinary action.

All course of action in terms of this order should be completed by 18th January, 2020 and compliance report on action taken should be sent to this Department.

Sd/- H. K. DWIVEDI
Additional Chief Secretary
to the Government of West Bengal

No.78/1(300)-F(P2)

Dated, the 6th January, 2020

Copy forwarded for information and necessary action to:-

- 1) The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700 001.
- 2) The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata-700 001.
- 3) The Principal Secretary to the Hon'ble Chief Minister, West Bengal.
- 4) The Governor's Secretariat, Governor House, Raj Bhavan, Kolkata-700 062.
- 5) The Additional Chief Secretary/Principal Secretary/Secretary
- 6) The Director General & Inspector General of Police, West Bengal.
- 7) The Divisional Commissioner Division.
- 8) The District Magistrate/District Judge/superintendent of Police
- 9) The Sub-Divisional Officer
- 10) The Deputy Secretary & DDO, Finance Department, Accounts Branch, Nabanna, Howrah-711 102.
- 11) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700 012.
- 12) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Hyde Lane, Kolkata-700 073.
- 13) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, SGO Complex, 5th & 6th Floor, Plot No. 9, DF Block, Sector-I, Salt Lake City, Kolkata-700 064.
- 14) The Treasury Officer Treasury
- 15) All Additional Secretary/Commissioner/Special Secretary/Joint Secretary/Deputy Secretary/Assistant Secretary/OSD/Registrar of Finance Department.
- 16) The Chief of News Bureau, Directorate of Information, West Bengal;
Necessary publicity in this respect may be made.
- 17) Sri Sumit Mitra, Network Administrator, Finance Department for uploading this Memorandum in the Finance Department Website.
- 18) Office Copy.


OSD & Ex-Officio Special Secretary
to the Government of West Bengal.