



पूर्णतः सहकारी स्वामित्व
Wholly owned by Cooperatives
Paradeep Unit

Indian Farmers Fertiliser Cooperative Limited
Paradeep Unit

PDP/HR/Election/2024

May 8, 2024

CIRCULAR

Sub: General Elections 2024 to the Lok Sabha – Polling Day

To enable our employees to exercise their franchise in the forthcoming Lok Sabha Election to be held in Jagatsinghpur District on **1st June 2024 (Saturday)**, the following arrangements has been made on the polling day: -

1. That paid special leave will be admissible to employees in General Shifts. However, employees in General Shift whose Half Day falls on Saturday, may exercise their right of franchise after completing their duty hours at 1.00 PM.
2. That it will not be treated as paid special leave to those employees whose weekly off falls on 01.06.2024.
3. Those working in "A" shift on 01.06.2024, may exercise their right of franchise after completing their normal duty hours at 2.00 PM.
4. Those working in "B" shift on 01.06.2024, should report to duty at 2.00 PM after exercising their right of franchise at the normal time.
5. Those working in "C" shift on 01.06.2024 may exercise their right of franchise in the normal manner.
6. In the case of employees who will be on sanctioned leave and if 01.06.2024 falls in between sanctioned leave, then 01.06.2024 will not be treated as paid special leave.

Employees who will be exercising their right to franchise in areas other than Jagatsinghpur District will be granted paid special leave on their respective day of polling, subject to evidence.

This is issued with the approval of the Competent Authority.

K. Mohan Rao.
09/05/2024.

K. Mohan Rao
Jt. General Manager(P&A)

Distribution:

SGM(NFP)/GM/JGMs/DGMs

Dy.Mgr.(Coord.) to Director

President / General Secretary, IOA/IEU Paradeep

Notice Boards