

INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
Prajoe Towers, Vazhuthacaud,
Thiruvananthapuram-14

PROCEEDINGS

IHRD - Threatened token Strike by a section of Employees and Teachers on 21st November, 2012 - Measures for dealing with - Orders issued.

No.EA1/3669/2012/HRD Dated, Thiruvananthapuram 20th November, 2012

Read:- Notice dated 19-11-2012 from Shri.M.Sreekumar, General Secretary, IHRD Employees Union.

ORDER

The General Secretary, IHRD Employees Union in the Notice dated 19-11-2012 read above have threatened to go on token strike on 21-11-2012. To meet the situation, in case the threatened strike materialises, the following orders are issued.

- (1) No leave of any kind shall be granted to 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 institutions and other sanctioning authorities under IHRD 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 case of doubt on the bonafides of 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 Director, IHRD 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 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 Director, IHRD. The Director, IHRD will make immediate necessary arrangements for opening the office in such case.

- (7) The Heads of Institution will take action (a) to give protection to those not on strike, (b) to ensure unhindered access to 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 Institutions or Officers authorized 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 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 respective month. Officers on semester vacation or vacation of any other kind shall report before the Head of Institution of their duty on the day of strike. In case of failure to report before the respective institution will be treated as unauthorized absence.
- (10) The provisional recruits who absent themselves without sanction during the day of the strike will be removed from service.
- (11) In the case of employees engaged on working arrangement/ against the post who absent themselves without sanction during the day of the strike, their service on working arrangement/against the post will be terminated and reverted to their parent institution and when it is found that the services on working arrangement/against the post in any of the posts are essential for the administrative/academic interest of the institution, the request pending from other employees for working arrangement/against the post will be considered subsequently.

- (12) In the event of the strike materializing all Heads of Institution will convey to Director, IHRD over Telephone (Telephone No.0471 2320662 / E-mail by 11.00 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 unauthorized leave and number of applications for leave received in their offices.
- (13) All Heads of institutions will ensure that the normal functioning of the institution concerned and essential services under their control is not interfered with and will make necessary arrangements to avoid any untoward incidents and tension in the office premises.
- (14) All concerned are requested to ensure that the above instructions are followed scrupulously.
- (15) The above said instructions are circulated among all employees in the IHRD for strict compliance.



Sayeed Rashid, I.Po.S,
DIRECTOR

To

All Heads of Institutions
S.F.
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