

F.No.12/1/2010-JCA-2

Government of India

Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

North Block, New Delhi
Dated the 21st June, 2010

Subject: Holidays to be observed in Central Government Offices during the year 2011.

It has been decided that the holidays as specified in the **Annexure -I** to this O.M. will be observed in all the Administrative Offices of the Central Government located at Delhi/New Delhi during the year 2011. In addition, each employee will also be allowed to avail himself/herself of any two holidays to be chosen by him/her out of the list of Restricted Holidays in **Annexure - II**.

2. Central Government Administrative Offices located outside Delhi / New Delhi shall observe the following holidays compulsorily in addition to three holidays as per para 3.1 below:

1. **REPUBLIC DAY**
2. **INDEPENDENCE DAY**
3. **MAHATMA GANDHI'S BIRTHDAY**
4. **BUDHA PURNIMA**
5. **CHRISTMAS DAY**
6. **DUSSEHRA (VIJAY DASHMI)**
7. **DIWALI (DEEPAVALI)**
8. **GOOD FRIDAY**
9. **GURU NANAK'S BIRTHDAY**
10. **IDU'L FITR**
11. **IDU'L ZUHA**
12. **MAHAVIR JAYANTI**
13. **MUHARRAM**
14. **PROPHET MOHAMMAD'S BIRTHDAY (ID-E-MILAD)**

3.1. In addition to the above 14 Compulsory holidays mentioned in para 2, three holidays shall be decided from the list indicated below by the Central Government Employees Welfare Coordination Committee in the State Capitals, if necessary, in consultation with Coordination Committees at other places in the State. The final list applicable uniformly to all Central Government offices within the concerned State shall be notified after seeking prior approval of this Ministry and no change can be carried out thereafter. It is also clarified that no change is permissible in regard to festivals and dates as indicated.

1. **AN ADDITIONAL DAY FOR DUSSEHRA**
2. **HOLI**
3. **JANAMASHTAMI (VAISHNAVI)**
4. **RAM NAVAMI**
5. **MAHA SHIVRATRI**
6. **GANESH CHATURTHI / VINAYAK CHATURTHI**
7. **MAKAR SANKARANTI**
8. **RATH YATRA**
9. **ONAM**
10. **PONGAL**
11. **SRI PANCHAMI / BASANTA PANCHAMI**
12. **VISHU/ VAISAKHI / VAISAKHADI / BHAG BIHU / MASHADI UGADI / CHAITRA SAKLADI / CHETI CHAND / GUDI PADA 1ST NAVRATRA / NAURAJ/CHHATH POOJA**

3.2 No substitute holiday should be allowed if any of the festival holidays initially declared subsequently happens to fall on a weekly off or any other non-working day or in the event of more than one festivals falling on the same day.

4. The list of Restricted Holidays appended to this O.M. is meant for Central Government Offices located in Delhi / New Delhi. The Coordination Committees at the State Capitals may draw up separate list of Restricted Holidays keeping in view the occasions of local importance but the 9 occasions left over, after choosing the 3 variable holidays in para 3.1 above, are to be included in the list of restricted holidays.

5.1 For offices in Delhi / New Delhi, any change in the date of holidays in respect of Idu'l Fitr, Idu'l Zuha, Muharram and Id-e-Milad, if necessary, depending upon sighting of the Moon, would be declared by the Ministry of Personnel, Public Grievances and Pensions after ascertaining the position from the Govt. of NCT of Delhi.

5.2 For offices outside Delhi / New Delhi, the Central Government Employees Welfare Coordination Committees at the State Capitals are authorised to change the date of holiday, if necessary, based on the decision of the concerned State Governments / Union Territories, in respect of Idu'l Fitr, Idu'l Zuha, Muharram and Id-e-Milad.

5.3 It may happen that the change of date of the above occasions has to be declared at a very short notice. In such a situation, announcement could be made through T.V. / A.I.R. / Newspapers and the Heads of Department / Offices of the Central Government may take action according to such an announcement without waiting for a formal order, about the change of date.

6. During 2011, Diwali (Deepavali) falls on Wednesday, October 26, 2011 (Kartika 04). In certain States, the practice is to celebrate the occasion a day in advance, i.e., on "Narakachaturdasi Day". In view of this, there is no objection if holiday on account of Deepavali is observed on "Naraka Chaturdasi Day (in place of Deepavali Day) for the Central Government Offices in a State if in that State that day alone is declared as a compulsory holiday for Diwali for the offices of the State Government. However, in the year 2011, Diwali (Deepavali) and Narak Chaturdasi Day, both are falling on the same day i.e. October 26, 2011.

7. Central Government Organisations which include industrial, commercial and trading establishments would observe upto 16 holidays in a year including three national holidays viz. Republic Day, Independence Day and Mahatma Gandhi's birthday, as compulsory holidays. The remaining holidays / occasions may be determined by such establishments / organisations themselves for the year 2011, subject to para 3.2 above.

8. Union Territory Administrations shall decide the list of holidays in terms of Ministry of Home Affairs letter No.14046/27/83- GP-I dated 15.2.1984 by which they would observe a total of 16 holidays including the three National Holidays Viz. Republic Day, Independence Day & Mahatma Gandhi's birthday.

9. In respect of Indian Missions abroad, the number of holidays may be notified in accordance with the instructions contained in this Department's O.M. No.12/5/2002-JCA dated 17th December, 2002. In other words, they will have the option to select 12(Twelve) holidays of their own only after including in the list, three National Holidays and Mahavir Jayanti, Christmas Day included in the list of compulsory holidays and falling on days of weekly off.

10. In respect of Banks, the holidays are restricted to 15 days in a year in terms of the instructions issued by the Department of Economic Affairs (Banking Division).

11. Hindi version will follow.


(DINESH KAPILA)
DEPUTY SECRETARY
☎ 2309 2589

Encl.: Lists of holidays

To

1. All Ministries/ Departments of Government of India.
2. UPSC/CVC/C&AG/ PMO / Lok Sabha Secretariat/ Rajya Sabha Secretariat/ President's Secretariat/Vice-President's Secretariat/ Supreme Court/ High Court/ Central Administrative Tribunal/ Election Commission of India / Minorities Commission/ National Human Rights Commission.
3. All attached and subordinate offices of Ministry of Personnel, P.G. & Pensions.
4. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
5. All Staff Side Members of the National Council (JCM).
6. All Staff Side Members of the Departmental Council (JCM), Ministry of Personnel, P.G. and Pensions.
7. Chairman / Secretaries, Central Government Employees Welfare Coordination Committees (As per updated list from Welfare Section).
8. Commissioner for Scheduled Castes / Commissioner for Scheduled Tribes.
9. PS to Cabinet Secretary.
10. Deputy Secretary (Coordination), Delhi Govt. Secretariat, I.G. Stadium, I.T.O., New Delhi.
11. The Manager (Store), Government of India, Forms Store, 166, Lenin Sarai, Kolkata (with 10 spare copies).
12. Chief Secretaries to all the State Governments / Union Territories.
13. Directorate of Advertising and Visual Publicity, PTI Building, New Delhi (with 5 spare copies)
14. Deputy Director (Bills), Dte. of Printing, B-Wing, Nirman Bhavan, New Delhi (with 5 spare copies)
15. Positional Astronomy Centre, Block-AQ, Plot No.8 Sector-V, Salt lake, Manish Bathan, Kolkata - 700091
16. Facilitation Center, DOP&T (20 copies)
17. NIC (DOPT) with the request to place this O.M. on the Website of the Department (www.persmin.nic.in)
18. 100 Spare Copies.

**LIST OF GOVERNMENT OF INDIA HOLIDAYS DURING THE YEAR 2011 FOR
DELHI / NEW DELHI OFFICES**

| S.No. | Holiday | Date | | Saka Date | | Day |
|----------------------|--|----------|----|------------|----|-----------|
| 1932 SAKA ERA | | | | | | |
| 1. | Republic Day | January | 26 | Magha | 06 | Wednesday |
| 2. | Milad-Un-Nabi or Id-E-Milad (Birthday of Prophet Mohammad) | February | 16 | Magha | 27 | Wednesday |
| 3. | Maha Shivaratri | March | 02 | Phalguna | 11 | Wednesday |
| 1933 SAKA ERA | | | | | | |
| 4. | Ram Navami | April | 12 | Chaitra | 22 | Tuesday |
| 5. | Mahavir Jayanti | April | 16 | Chaitra | 26 | Saturday |
| 6. | Good Friday | April | 22 | Vaisakha | 02 | Friday |
| 7. | Buddha Purnima | May | 17 | Vaisakha | 27 | Tuesday |
| 8. | Independence Day | August | 15 | Sravana | 24 | Monday |
| 9. | Janamashtami (Vaisnava) | August | 22 | Sravana | 31 | Monday |
| 10. | Idu'l Fitr | August | 31 | Bhadra | 09 | Wednesday |
| 11. | Mahatma Gandhi's birthday | October | 02 | Asvina | 10 | Sunday |
| 12. | Dussehra (Vijaya Dashami) | October | 06 | Asvina | 14 | Thursday |
| 13. | Diwali (Deepavali) | October | 26 | Kartika | 04 | Wednesday |
| 14. | Idu'l Zuhā (Bakrid) | November | 07 | Kartika | 16 | Monday |
| 15. | Guru Nanak's birthday | November | 10 | Kartika | 19 | Thursday |
| 16. | Muharram | December | 06 | Agrahayana | 15 | Tuesday |
| 17. | Christmas Day | December | 25 | Pausa | 04 | Sunday |

**LIST OF GOVERNMENT OF INDIA RESTRICTED HOLIDAYS DURING THE
YEAR 2011 FOR DELHI / NEW DELHI OFFICES.**

| S.No | Holiday | Date | Saka Date | Day |
|----------------------|---|-------------|-------------|-----------|
| SAKA ERA 1932 | | | | |
| 1. | New Year's Day | January 01 | Pausa 11 | Saturday |
| 2. | Guru Gobind Singh's birthday | January 05 | Pausa 15 | Wednesday |
| 3. | Makar Sankranti | January 14 | Pausa 24 | Friday |
| 4. | Pongal | January 15 | Pausa 25 | Saturday |
| 5. | Basanta Panchami /Sri Panchami | February 08 | Magha 19 | Tuesday |
| 6. | Guru Ravidas' birthday | February 18 | Magha 29 | Friday |
| 7. | Shivaji Jayanti | February 19 | Magha 30 | Saturday |
| 8. | Swami Dayananda Saraswati Jayanti | February 27 | Phalguna 08 | Sunday |
| 9. | Holika Dahan (Dol yatra) | March 19 | Phalguna 28 | Saturday |
| 10. | Holi | March 20 | Phalguna 29 | Sunday |
| SAKA ERA 1933 | | | | |
| 11. | Chaitra Sukladi/Gudi Padava/Ugadi/Cheti Chand | April 04 | Chaitra 14 | Monday |
| 12. | Vaisakhi | April 14 | Chaitra 24 | Thursday |
| 13. | Vishu | April 14 | Chaitra 24 | Thursday |
| 14. | Mesadi | April 14 | Chaitra 24 | Thursday |
| 15. | Vaisakhadi(Bengal)/ Bahag Bihu (Assam) | April 15 | Chaitra 25 | Friday |
| 16. | Easter Sunday | April 24 | Vaisakha 04 | Sunday |
| 17. | Guru Rabindranath's Birthday | May 09 | Vaisakha 19 | Monday |
| 18. | Hazarat Ali's Birthday | June 16 | Jyaishta 26 | Thursday |
| 19. | Rath Yatra | July 03 | Asadha 12 | Sunday |
| 20. | Raksha Bandhan | August 13 | Sravana 22 | Saturday |
| 21. | Parsi New Year's day | August 19 | Sravana 28 | Friday |
| 22. | Jamat-Ul-Vida | August 26 | Bhadra 04 | Friday |

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|-----|--|--------------|---------------|-----------|
| 23. | Ganesh Chaturthi / Vinayaka Chaturthi | September 01 | Bhadra 10 | Thursday |
| 24. | Onam | September 09 | Bhadra 18 | Friday |
| 25. | (Maha Saptami) (Additional) | October 03 | Asvina 11 | Monday |
| 26. | Dussehra (Maha Ashtami) (Additional) | October 04 | Asvina 12 | Tuesday |
| 27. | Dussehra (Maha Navmi) | October 05 | Asvina 13 | Wednesday |
| 28. | Maharishi Valmiki's birthday | October 11 | Asvina 19 | Tuesday |
| 29. | Deepavali (South India) | October 26 | Kartika 04 | Wednesday |
| 30. | Narak Chaturdasi | October 26 | Kartika 04 | Wednesday |
| 31. | Govardhan Puja | October 27 | Kartika 05 | Thursday |
| 32. | Bhai Duj | October 28 | Kartika 06 | Friday |
| 33. | Pratihara Sashthi or Surya Sashthi (Chhat Puja) | November 01 | Kartika 10 | Tuesday |
| 34. | Guru Teg Bahadur's Martyrdom Day | November 24 | Agrahayana 03 | Thursday |
| 35. | Christmas Eve | December 24 | Pausa 03 | Saturday |