

**MOST IMMEDIATE**

F.No.12/5/2014-JCA-2  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)

North Block, New Delhi  
Dated the 6<sup>th</sup> June, 2014

**Office Memorandum**

**Subject: Holidays to be observed in Central Government Offices during the year 2015.**

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 2015. 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. BUDDHA 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 accordingly 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 / BASANT PANCHAMI
12. VISHU/ VAISAKHI / VAISAKHADI / BHAG BIHU / MASHADI UGADI / CHAITRA SUKLADI / CHETI CHAND / GUDI PADAVA 1<sup>ST</sup> NAVRATRA / NAUROZ/CHHATH POOJA/KARVA CHAUTH.

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 festival 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 (DCP, Special Branch, Delhi Police).

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 P.I.B./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 2015, Diwali (Deepavali) falls on Wednesday, November 11, 2015 (Kartika 20). 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.

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 2015, subject to para 3.2 above.

8. Union Territory Administrations shall decide the list of holidays in terms of instructions issued in this regard by the Ministry of Home Affairs.

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 17<sup>th</sup> December, 2002. In other words, they will have the option to select 9(Nine) holidays of their own only after including in the list, three National Holidays and Milad-Un-Nabi or Id-E-Milad, Rama Navami, Id-ul-Fitr, Janamashtami and Muharram included in the list of compulsory holidays and falling on day of weekly off.

10. In respect of Banks, the holidays shall be regulated in terms of the extant instructions issued by the Department of Financial Services, Ministry of Finance.
11. Hindi version will follow.



(Ashok Kumar)

Deputy Secretary (JCA)

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**Encl.: Lists of holidays**

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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).
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7. Chairman / Secretaries, Central Government Employees Welfare Coordination Committees (As per updated list from Welfare Section).
8. PS to Cabinet Secretary.
9. Deputy Secretary (Coordination), Delhi Govt. Secretariat, I.G. Stadium, I.T.O., New Delhi.
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**LIST OF HOLIDAYS DURING THE YEAR 2015 FOR ADMINISTRATIVE OFFICES  
OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

| S.No.                | Holiday  | Date         | Saka Date     | Day       |
|----------------------|--|--------------|---------------|-----------|
| <b>1936 SAKA ERA</b> |  |              |               |           |
| 1.                   | Milad-Un-Nabi or Id-E-Milad<br>(Birthday of Prophet<br>Mohammad) | January 04   | Pausha 14     | Sunday    |
| 2.                   | Republic Day   | January 26   | Magha 06      | Monday    |
| 3.                   | Holi   | March 06     | Phalguna 15   | Friday    |
| <b>1937 SAKA ERA</b> |  |              |               |           |
| 4.                   | Ram Navami   | March 28     | Chaitra 07    | Saturday  |
| 5.                   | Mahavir Jayanti  | April 02     | Chaitra 12    | Thursday  |
| 6.                   | Good Friday  | April 03     | Chaitra 13    | Friday    |
| 7.                   | Buddha Purnima   | May 04       | Vaisakha 14   | Monday    |
| 8.                   | Idul Fitr  | July 18      | Ashadha 27    | Saturday  |
| 9.                   | Independence day   | August 15    | Sravana 24    | Saturday  |
| 10.                  | Janmashtami  | September 05 | Bhadra 14     | Saturday  |
| 11.                  | Id-ul-Zuha(Bakrid)   | September 25 | Asvina 03     | Friday    |
| 12.                  | Mahatma Gandhi's Birthday  | October 02   | Asvina 10     | Friday    |
| 13.                  | Dussehra   | October 22   | Asvina 30     | Thursday  |
| 14.                  | Muharram   | October 24   | Kartika 02    | Saturday  |
| 15.                  | Diwali (Deepavali)   | November 11  | Kartika 20    | Wednesday |
| 16.                  | Guru Nanak's Birthday  | November 25  | Agrahayana 04 | Wednesday |
| *                    | Milad-Un-Nabi or Id-E-Milad<br>(Birthday of Prophet<br>Mohammad) | December 24  | Pausha 03     | Thursday  |
| 17.                  | Christmas Day  | December 25  | Pausha 04     | Friday    |

\* Milad-Un-Nabi or Id-E-Milad (Birthday of Prophet Mohammad) falls twice in the year 2015.

**LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2015 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

| S.No                 | Holiday  | Date         | Saka Date   | Day       |
|----------------------|--|--------------|-------------|-----------|
| <b>SAKA ERA 1936</b> |  |              |             |           |
| 1.                   | New Year's Day                                   | January 01   | Pausha 11   | Thursday  |
| 2.                   | Makar Sankranti                                  | January 14   | Pausha 24   | Wednesday |
| 3.                   | Pongal   | January 15   | Pausha 25   | Thursday  |
| 4.                   | Basant Panchami<br>/Sri Panchami                 | January 24   | Magha 04    | Saturday  |
| 5.                   | Guru Ravidas's Birthday                          | February 03  | Magha 14    | Tuesday   |
| 6.                   | Swami Dayananda<br>Saraswati Jayanti             | February 14  | Magha 25    | Saturday  |
| 7.                   | Shivaji Jayanti                                  | February 19  | Magha 30    | Thursday  |
| 8.                   | Holika Dahan                                     | March 05     | Phalguna 14 | Thursday  |
| 9.                   | Chaitra Sukladi/Gudi<br>Padava/Ugadi/Cheti Chand | March 21     | Phalguna 30 | Saturday  |
| <b>SAKA ERA 1937</b> |  |              |             |           |
| 10.                  | Easter Sunday                                    | April 05     | Chaitra 15  | Sunday    |
| 11.                  | Vaisakhi/Vishu/Masadi                            | April 14     | Chaitra 24  | Tuesday   |
| 12.                  | Vaisakhadi(Bengal)/ Bahag<br>Bihu (Assam)        | April 15     | Chaitra 25  | Wednesday |
| 13.                  | Hazarat Ali's Birthday                           | May 03       | Vaisakha 13 | Sunday    |
| 14.                  | Guru Rabindranath's<br>birthday                  | May 09       | Vaisakha 19 | Saturday  |
| 15.                  | Jamat-ul-Vida                                    | July 17      | Ashadha 26  | Friday    |
| 16.                  | Rath Yatra                                       | July 18      | Ashadha 27  | Saturday  |
| 17.                  | Parsi New Year's day/Nauroz                      | August 18    | Sravana 27  | Tuesday   |
| 18.                  | Onam   | August 28    | Bhadra 06   | Friday    |
| 19.                  | Raksha Bandhan                                   | August 29    | Bhadra 07   | Saturday  |
| 20.                  | Vinayaka Chaturthi/ Ganesh<br>Chaturthi          | September 17 | Bhadra 26   | Thursday  |
| 21.                  | Dussehra (Maha Saptami)<br>(Additional)          | October 20   | Asvina 28   | Tuesday   |
| 22.                  | Dussehra (Maha Ashtami)<br>(Additional)          | October 21   | Asvina 29   | Wednesday |
| 23.                  | Dussehra (Maha Navmi)                            | October 22   | Asvina 30   | Thursday  |

| <b>S.No</b> | <b>Holiday</b>                                 | <b>Date</b> | <b>Saka Date</b> | <b>Day</b> |
|-------------|--|-------------|------------------|------------|
| 24.         | Maharishi Valmiki's Birthday                   | October 27  | Kartika 05       | Tuesday    |
| 25.         | Karaka Chaturthi (Karva Chouth)                | October 30  | Kartika 08       | Friday     |
| 26.         | Deepavali (South India)                        | November 10 | Kartika 19       | Tuesday    |
| 27.         | Naraka Chaturdasi                              | November 10 | Kartika 19       | Tuesday    |
| 28.         | Govardhan Puja                                 | November 12 | Kartika 21       | Thursday   |
| 29.         | Bhai Duj                                       | November 13 | Kartika 22       | Friday     |
| 30.         | Pratihar Sashthi or Surya Sashthi (Chhat Puja) | November 17 | Kartika 26       | Tuesday    |
| 31.         | Guru Teg Bahadur's Martyrdom Day               | November 24 | Agrahayana 03    | Tuesday    |
| 32.         | Christmas Eve                                  | December 24 | Pausha 03        | Thursday   |

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