

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद  
COUNCIL OF SCIENTIFIC & INDUSTRIAL  
RESEARCH

अनुसंधान भवन, 2 रफी मार्ग, नई दिल्ली-110001  
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-  
110001



No. 5-1(38)/08-PD

Dated: 16.12.2011

From

संयुक्त सचिव (प्रशासन)  
Joint Secretary (Admn.)

To,

**The Directors/Heads of all  
National Labs./Instts. of CSIR**

Sir,

I am directed to forward herewith the following Office Memorandum issued by Government of India for information, guidance and compliance:-

महोदय/Sir,

मुझे भारत सरकार के कार्यालय ज्ञापन आपकी सूचना, अनुपालन एवं आवश्यक कार्रवाई हेतु अग्रेषित करने का निदेश हुआ है।

S.No	Govt. of India OM No. & date	Subject
1.	Ministry of Personnel, Public Grievances & Pensions (DoPT) OM No. 12/3/2011-JCA-2 dated 27 <sup>th</sup> June, 2011.	Holidays to be observed in Central Government Offices during the year 2012.

Yours faithfully

*D. Vijayalakshmi*

(D. Vijayalakshmi)

Deputy Secretary

Copy to:

1. Sr. COA/COA/AO of all Labs/Instts.,
2. Sr. Dy. FA/Dy. FA/F&AO of all Labs./Instts.
3. US to DG, CSIR
4. US to JS (Admn.)
5. PA to FA, CSIR
6. PS to CVO, CSIR
7. Legal Consultant, CSIR
8. Sr. Deputy Secretary (CO)
9. Head, URDIP/IPMD/HRDC/PPD/ISTAD/USD/HRDG.
10. All Dy. Secretaries/Under Secretaries in CSIR Hqrs. & CSIR Complex
11. Head, RAB, CSIR Complex, Pusa, New Delhi
12. Secretary, JCM (Staff Side), Indian Institute of Chemical Technology, Uppal Road, Hyderabad-5000 07 (Andhra Pradesh).
13. Head, IT Division with the request to make this circular available on the website.

**MOST IMMEDIATE**

F.No.12/3/2011-JCA-2

Government of India

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

North Block, New Delhi

Dated the 27<sup>th</sup> June, 2011

**Subject: Holidays to be observed in Central Government Offices during the year 2012.**

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 2012. 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 1<sup>ST</sup> NAVRATRA / NAURAJ/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 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 2012, Diwali (Deepavali) falls on Tuesday, November 13, 2012 (Kartika 22). 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.

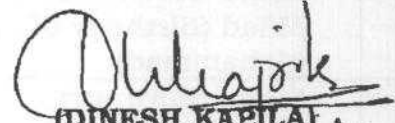
7. Central Government Organisations which include industrial, commercial and trading establishments would observe upto 16 holidays in a year including three national holidays viz. Republic Day, Independence Day and Mahatma Gandhi's birthday, as compulsory holidays. The remaining holidays / occasions may be determined by such establishments / organisations themselves for the year 2012, 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 17<sup>th</sup> December, 2002. In other words; they will have the option to select 10(Ten) holidays of their own only after including in the list; three National Holidays and Milad-un-Nabi or Id-E-Milad, Buddha Purnima, Idu'l Zuha (Bakrid) and Muharram included in the list of compulsory holidays and falling on days 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.

  
(DINESH KAPILA)  
Director (JCA)  
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/Central Information Commission/National Commission for Women.
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](http://www.persmin.nic.in))
18. 100 Spare Copies.



**LIST OF HOLIDAYS DURING THE YEAR 2012 FOR ADMINISTRATIVE OFFICES  
OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

S.No.	Holiday	Date	Saka Date	Day
<b>1933 SAKA ERA</b>				
1.	Republic Day	January 26	Magha 06	Thursday
2.	Milad-Un-Nabi or Id-E-Milad (Birthday of Prophet Mohammad)	February 05	Magha 16	Sunday
3.	Maha Shivaratri	February 20	Phalguna 01	Monday
4.	Holi	March 08	Phalguna 18	Thursday
<b>1934 SAKA ERA</b>				
5.	Mahavir Jayanti	April 05	Chaitra 16	Thursday
6.	Good Friday	April 06	Chaitra 17	Friday
7.	Buddha Purnima	May 06	Vaisakha 16	Sunday
8.	Janamashtami (Vaisnava)	August 10	Sravana 19	Friday
9.	Independence day	August 15	Sravana 24	Wednesday
10.	Idul Fitr	August 20	Sravana 29	Monday
11.	Mahatma Gandhi's birthday	October 02	Asvina 10	Tuesday
12.	Dussehra (Vijaya Dashami)	October 24	Kartika 02	Wednesday
13.	Idul Zuha (Bakrid)	October 27	Kartika 05	Saturday
14.	Diwali (Deepavali)	November 13	Kartika 22	Tuesday
15.	Muharram	November 25	Agrahayana 04	Sunday
16.	Guru Nanak's birthday	November 28	Agrahayana 07	Wednesday
17.	Christmas Day	December 25	Pausha 04	Tuesday

**LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2012 FOR ADMINISTRATIVE  
OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

S.No	Holiday	Date	Saka Date	Day
<b>SAKA ERA 1933</b>				
1.	New Year's Day	January 01	Pausha 11	Sunday
2.	Makar Sankranti	January 14	Pausha 24	Saturday
3.	Pongal	January 15	Pausha 25	Sunday
4.	Basanta Panchami /Sri Panchami	January 28	Magha 08	Saturday
5.	Guru Ravidas' birthday	February 07	Magha 18	Tuesday
6.	Swami Dayananda Saraswati Jayanti	February 16	Magha 27	Thursday
7.	Shivaji Jayanti	February 19	Magha 30	Sunday
8.	Holika Dahan	March 07	Phalguna 17	Wednesday
<b>SAKA ERA 1934</b>				
9.	Chaitra Sukladi/Gudi Padava/Ugadi/Cheti Chand	March 23	Chaitra 03	Friday
10.	Ram Navmi	April 01	Chaitra 12	Sunday
11.	Easter Sunday	April 08	Chaitra 19	Sunday
12.	Vaisakhi	April 13	Chaitra 24	Friday
13.	Vishu	April 13	Chaitra 24	Friday
14.	Mesadi	April 14	Chaitra 25	Saturday
15.	Vaisakhadi(Bengal)/ Bahag Bihu (Assam)	April 14	Chaitra 25	Saturday
16.	Guru Rabindranath's birthday	May 08	Vaisakha 18	Tuesday
17.	Hazarat Ali's Birthday	June 04	Jyaishtha 14	Monday
18.	Rath Yatra	June 21	Jyaishtha 31	Thursday
19.	Raksha Bandhan	August 02	Sravana 11	Thursday
20.	Jamat-Ul-Vida	August 17	Sravana 26	Friday
21.	Parsi New Year's day	August 18	Sravana 27	Saturday
22.	Vinayaka Chaturthi	August 21	Sravana 30	Tuesday

23.	Onam	August 29	Bhadra 07	Wednesday
24.	Ganesh Chaturthi	September 19	Bhadra 28	Wednesday
25.	(Maha Saptami (Additional)	October 21	Asvina 29	Sunday
26.	Dussehra (Maha Ashtami) (Additional)	October 22	Asvina 30	Monday
27.	Dussehra (Maha Navmi)	October 23	Kartika 01	Tuesday
28.	Maharishi Valmiki's birthday	October 29	Kartika 07	Monday
29.	Karaka Chaturthi (Karva Chouth)	November 02	Kartika 11	Friday
30.	Naraka Chaturdasi	November 12	Kartika 21	Monday
31.	Deepavali (South India)	November 13	Kartika 22	Tuesday
32.	Govardhan Puja	November 14	Kartika 23	Wednesday
33.	Bhai Duj	November 15	Kartika 24	Thursday
34.	Pratihara Sashthi or Surya Sashthi (Chhat Puja)	November 19	Kartika 28	Monday
35.	Guru Teg Bahadur's Martyrdom Day	November 24	Agrahayana 03	Saturday
36.	Christmas Eve	December 24	Pausha 03	Monday