

F.No.12/9/2020-JCA-2
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)
Establishment (JCA-2) Section

North Block, New Delhi
Dated the 10th June, 2020

OFFICE MEMORANDUM

Subject: Holidays to be observed in Central Government Offices during the year 2021- reg.

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 2021. 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 specified at **Annexure - II**.

2. Central Government Administrative Offices located outside Delhi / New Delhi shall observe the following holidays compulsorily in addition to three holidays, to be chosen out of the 12 optional holidays indicated below at para 3.1:

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 chosen 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, from the list indicated below. 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 the festivals and dates, as indicated at Annexure -I and Annexure-II barring a few exceptions indicated at para 5.1 and 5.2 here in after.

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 / 1ST NAVRATRA / NAORAZ/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 as annexure-II 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. However, 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 in respect 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 2021, Diwali (Deepavali) falls on Thursday, November 4, 2021 (Kartika 13). In certain States, the practice is to celebrate the occasion a day in advance, i.e., on "Naraka Chaturdasi 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 2021, 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 17th December, 2002. In other words, they will have the option to select 13(Thirteen) holidays of their own only after including in the list, three National Holidays and Mahavir Jayanti, Independence Day, Mahatma Gandhi's birthday 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.


(S.P. Pant)

Deputy Secretary to the Govt. of India

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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 of the States / Central Administrative Tribunal Principal Bench / Election Commission of India / Minorities Commission / National Human Rights Commission / Central Information Commission/National Commission for Women/National Commission for SC/NCST/NCBC.
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. PS to Cabinet Secretary.
9. Deputy Secretary (Coordination), Delhi Govt. Secretariat, I.G. Stadium, I.T.O., New Delhi.
10. The Manager (Store), Government of India, Forms Store, 166 Lenin Sarai, Kolkata
11. Chief Secretaries to all the State Governments/Union Territories.
12. Directorate of Advertising and Visual Publicity, PTI Building, New Delhi
13. Deputy Director (Bills), Dte. of Printing, B-Wing, Nirman Bhavan, New Delhi
14. Positional Astronomy Centre, Block-AQ, Plot No.8 Sector-V, Salt lake, Manish Bathan, Kolkata - 700091
15. Facilitation Centre, DOP&T (20 copies)

**LIST OF HOLIDAYS DURING THE YEAR 2021 FOR ADMINISTRATIVE OFFICES OF
CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

S.No.	Holiday	Date	Saka Date	Day
<u>1942 SAKA ERA</u>				
1.	Republic Day	January 26	Magha 06	Tuesday
2.	Holi	March 29	Chaitra 08	Monday
<u>1943 Saka Era</u>				
3.	Good Friday	April 02	Chaitra 12	Friday
4.	Ram Navami	April 21	Vaisakha 01	Wednesday
5.	Mahavir Jayanti	April 25	Vaisakha 05	Sunday
6.	Id-ul-Fitr	May 14	Vaisakha 24	Friday
7.	Budha Purnima	May 26	Jyaishtha 05	Wednesday
8.	Id-ul-Zuha (Bakrid)	July 21	Ashadha 30	Wednesday
9.	Independence Day	August 15	Sarvana 24	Sunday
10.	Muharram	August 19	Sarvana 28	Thursday
11.	Janmashtami	August 30	Bhadra 08	Monday
12.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Saturday
13.	Dussehra	October 15	Asvina 23	Friday
14.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)	October 19	Asvina 27	Tuesday
15.	Diwali (Deepavali)	November 04	Kartika 13	Thursday
16.	Guru Nanak's Birthday	November 19	Kartika 28	Friday
17.	Christmas Day	December 25	Pausha 04	Saturday

LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2021 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S.No	Holiday	Date		Saka Date		Day
SAKA ERA 1942						
1.	New Year's Day	January	01	Pausha	11	Friday
2.	Lohri	January	13	Pausha	23	Wednesday
3.	Makar Sankranti/Magha Bihu/ Pongal	January	14	Pausha	24	Thursday
4.	Guru Gobind Singh's Birthday	January	20	Pausha	30	Wednesday
5.	Basant Panchami /Sri Panchami	February	16	Magha	27	Tuesday
6.	Shivaji Jayanti	February	19	Magha	30	Friday
7.	Hazarat Ali's Birthday	February	26	Phalguna	07	Friday
8.	Guru Ravi Das's Birthday	February	27	Phalguna	08	Saturday
9.	Swami Dayananda Saraswati Jayanti	March	08	Phalguna	17	Monday
10.	Maha Shivaratri	March	11	Phalguna	20	Thursday
SAKA ERA 1943						
11.	Holika Dahan/Dolyatra	March	28	Chaitra	07	Sunday
12.	Easter Sunday	April	04	Chaitra	14	Sunday
13.	Chaitra Sukladi / Gudi Padava / Ugadi / Cheti Chand / Vaisakhi /Vishu	April	13	Chaitra	23	Tuesday
14.	Mesadi Tamil New Year's Day	April	14	Chaitra	24	Wednesday
15.	Vaisakhadi (Bengal) / Bahag Bihu (Assam)	April	15	Chaitra	25	Thursday
16.	Jamat-Ul-Vida	May	07	Vaisakha	17	Friday
17.	Guru Rabindranath's birthday	May	09	Vaisakha	19	Sunday
18.	Rath Yatra	July	12	Ashadha	21	Monday
19.	Parsi New Year's day/Nauraj	August	16	Sravana	25	Monday
20.	Onam or Thiru Onam Day	August	21	Sravana	30	Saturday
21.	Raksha Bandhan	August	22	Sarvana	31	Sunday

22.	Janmashtami (Smarta)	August	30	Bhadra	08	Monday
23.	Vinayaka Chaturthi/ Ganesh Chaturthi	September	10	Bhadra	19	Friday
24.	Dussehra (Saptami)	October	12	Asvina	20	Tuesday
25.	Dussehra (Mahashtami)	October	13	Asvina	21	Wednesday
26.	Dussehra (Mahanavmi)	October	14	Asvina	22	Thursday
27.	Maharishi Valmiki's Birthday	October	20	Asvina	28	Wednesday
28.	Karaka Chaturthi (Karwa Chouth)	October	24	Kartika	02	Sunday
29.	Naraka Chaturdasi	November	03	Kartika	12	Wednesday
30.	Govardhan Puja	November	05	Kartika	14	Friday
31.	Bhai Duj	November	06	Kartika	15	Saturday
32.	Pratihara Shashthi or Surya Shashthi (Chhat Puja)	November	10	Kartika	19	Wednesday
33.	Guru Teg Bahadur's Martyrdom Day	November	24	Agrahayana	03	Wednesday
34.	Christmas Eve	December	24	Pausha	03	Friday