

F.No.12/5/2013-JCA-2  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)

North Block, New Delhi  
Dated the 11<sup>th</sup> June, 2013

**Subject: Holidays to be observed in Central Government Offices during the year 2014.**

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 2014. 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 / BAHAG 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 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 (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 Departments/ 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 2014, Diwali (Deepavali) falls on Thursday, October 23, 2014 (Kartika 01). 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 up to 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 2014, 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 only 13(Thirteen) holidays of their own after including in the list, three National Holidays and Mahavir Jayanti 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)  
 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 Sarani, Kolkata (with 10 spare copies).
12. Chief Secretaries of 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, Mahish 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 2014 FOR ADMINISTRATIVE OFFICES  
OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

| <b>S.No.</b>         | <b>Holiday</b>   | <b>Date</b> | <b>Saka Date</b> | <b>Day</b> |
|----------------------|--|-------------|------------------|------------|
| <b>1935 SAKA ERA</b> |  |             |                  |            |
| 1.                   | Milad-Un-Nabi or Id-E-Milad (Birthday of Prophet Mohammad) | January 14  | Pausha 24        | Tuesday    |
| 2.                   | Republic Day   | January 26  | Magha 06         | Sunday     |
| 3.                   | Holi   | March 17    | Phalguna 26      | Monday     |
| <b>1936 SAKA ERA</b> |  |             |                  |            |
| 4.                   | Ram Navami   | April 08    | Chaitra 18       | Tuesday    |
| 5.                   | Mahavir Jayanti  | April 13    | Chaitra 23       | Sunday     |
| 6.                   | Good Friday  | April 18    | Chaitra 28       | Friday     |
| 7.                   | Buddha Purnima   | May 14      | Vaisakha 24      | Wednesday  |
| 8.                   | Idu'l Fitr   | July 29     | Sravana 07       | Tuesday    |
| 9.                   | Independence day   | August 15   | Sravana 24       | Friday     |
| 10.                  | Janmashtami  | August 18   | Sravana 27       | Monday     |
| 11.                  | Mahatma Gandhi's Birthday                                  | October 02  | Asvina 10        | Thursday   |
| 12.                  | Dussehra   | October 03  | Asvina 11        | Friday     |
| 13.                  | Id-ul-Zuha(Bakrid)   | October 06  | Asvina 14        | Monday     |
| 14.                  | Diwali (Deepavali)   | October 23  | Kartika 01       | Thursday   |
| 15.                  | Muharram   | November 04 | Kartika 13       | Tuesday    |
| 16.                  | Guru Nanak's Birthday                                      | November 06 | Kartika 15       | Thursday   |
| 17.                  | Christmas Day  | December 25 | Pausa 04         | Thursday   |

**LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2014 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

| <b>S.No</b>          | <b>Holiday</b>                                | <b>Date</b>  | <b>Saka Date</b> | <b>Day</b> |
|----------------------|---|--------------|------------------|------------|
| <b>1935 SAKA ERA</b> |   |              |                  |            |
| 1.                   | New Year's Day                                | January 01   | Pausha 11        | Wednesday  |
| 2.                   | Guru Gobind Singh's Birthday                  | January 07   | Pausha 17        | Tuesday    |
| 3.                   | Makar Sankranti                               | January 14   | Pausha 24        | Tuesday    |
| 4.                   | Pongal  | January 14   | Pausha 24        | Tuesday    |
| 5.                   | Basant Panchami /Sri Panchami                 | February 04  | Magha 15         | Tuesday    |
| 6.                   | Guru Ravidas's Birthday                       | February 14  | Magha 25         | Friday     |
| 7.                   | Shivaji Jayanti                               | February 19  | Magha 30         | Wednesday  |
| 8.                   | Swami Dayananda Saraswati Jayanti             | February 24  | Phalguna 05      | Monday     |
| 9.                   | Maha Shivaratri                               | February 27  | Phalguna 08      | Thursday   |
| 10.                  | Holika Dahan                                  | March 16     | Phalguna 25      | Sunday     |
| <b>1936 SAKA ERA</b> |   |              |                  |            |
| 11.                  | Chaitra Sukladi/Gudi Padava/Ugadi/Cheti Chand | March 31     | Chaitra 10       | Monday     |
| 12.                  | Vaisakhi/Vishu/Masadi                         | April 14     | Chaitra 24       | Monday     |
| 13.                  | Vaisakhadi(Bengal)/ Bahag Bihu (Assam)        | April 15     | Chaitra 25       | Tuesday    |
| 14.                  | Easter Sunday                                 | April 20     | Chaitra 30       | Sunday     |
| 15.                  | Guru Rabindranath's birthday                  | May 09       | Vaisakha 19      | Friday     |
| 16.                  | Hazarat Ali's Birthday                        | May 13       | Vaisakha 23      | Tuesday    |
| 17.                  | Rath Yatra                                    | June 29      | Ashadha 08       | Sunday     |
| 18.                  | Jamat-UI-Vida                                 | July 25      | Sravana 03       | Friday     |
| 19.                  | Raksha Bandhan                                | August 10    | Sravana 19       | Sunday     |
| 20.                  | Parsi New Year's day/Nauroz                   | August 18    | Sravana 27       | Monday     |
| 21.                  | Vinayaka Chaturthi/ Ganesh Chaturthi          | August 29    | Bhadra 07        | Friday     |
| 22.                  | Onam  | September 07 | Bhadra 16        | Sunday     |

|     |   |          |    |            |    |           |
|-----|---|----------|----|------------|----|-----------|
| 23. | Dussehra (Maha Saptami)<br>(Additional)         | October  | 01 | Asvina     | 09 | Wednesday |
| 24. | Dussehra (Maha Ashtami)<br>(Additional)         | October  | 02 | Asvina     | 10 | Thursday  |
| 25. | Dussehra (Maha Navmi)                           | October  | 03 | Asvina     | 11 | Friday    |
| 26. | Maharishi Valmiki's<br>Birthday                 | October  | 08 | Asvina     | 16 | Wednesday |
| 27. | Karaka Chaturthi (Karva<br>Chouth)              | October  | 11 | Asvina     | 19 | Saturday  |
| 28. | Deepavali (South India)                         | October  | 22 | Asvina     | 30 | Wednesday |
| 29. | Naraka Chaturdasi                               | October  | 22 | Asvina     | 30 | Wednesday |
| 30. | Govardhan Puja                                  | October  | 24 | Kartika    | 02 | Friday    |
| 31. | Bhai Duj  | October  | 25 | Kartika    | 03 | Saturday  |
| 32. | Pratihari Sashthi/Surya<br>Sashthi (Chhat Puja) | October  | 29 | Kartika    | 07 | Wednesday |
| 33. | Guru Teg Bahadur's<br>Martyrdom Day             | November | 24 | Agrahayana | 03 | Monday    |
| 34. | Christmas Eve                                   | December | 24 | Pausha     | 03 | Wednesday |

\*\*\*\*