

**No.EP.11(1)/2013  
FOOD CORPORATION OF INDIA  
HEADQUARTERS  
16-20, BARAKHAMBA LANE**

New Delhi, dated 13<sup>th</sup> November, 2015

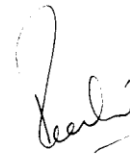
(Circular No.EP-22-2015-20)

**Subject: Holidays to be observed in the Offices of the Corporation during the year 2016.**

The instructions on holidays as notified by the Department of Personnel and Training (DOPT), Government of India are followed in the Corporation. Accordingly, the DOPT Office Memorandum F.No.12/7/2015-JCA-2 dated 11.06.2015 and Corrigendum dated 12.10.2015 is forwarded for observance of holidays in the offices of the Corporation during the year 2016.

2. A list of holidays (both Gazetted and Restricted holidays) decided by Zonal/Regional Offices for the year 2016 may be published accordingly. A copy of same may also be uploaded in the official website.

**Encl:** As above (Total pages=7).



(Ruchi Govil)  
Deputy General Manager (EP)

**Distribution:**

As per standard mailing list.

**IMMEDIATE**

F.No.12/7/2015-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, 2015

**Subject: Holidays to be observed in Central Government Offices during the year 2016- 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 2016. 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 / NAURAJ/CHHATH POOJA/KARVA CHAOUTH.**

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 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 2016, Diwali (Deepavali) falls on Sunday , October 30, 2016 (Kartika 08). 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.

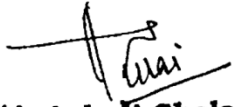
7. Central Government Organisations which include industrial, commercial and trading establishments would observe upto 16 holidays in a year including three national holidays viz. Republic Day, Independence Day and Mahatma Gandhi's birthday, as compulsory holidays. The remaining holidays / occasions may be determined by such establishments / organisations themselves for the year 2016, 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 10(Ten) holidays of their own only after including in the list, three National Holidays and Budh Purnima, Mahatma Gandhi's Birthday, Diwali and Christmas 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.

  
(A. Asholi Chalai)  
Director (JCA)  
23094906

**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.

**ANNEXURE-I****LIST OF HOLIDAYS DURING THE YEAR 2016 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

S.No.	Holiday	Date		Saka Date		Day
		2016 A.D.		1937 SAKA ERA		
1.	Republic Day	January	26	Magha	06	Tuesday
<b>1938 SAKA ERA</b>						
2.	Holi	March	24	Chaitra	04	Thursday
3.	Good Friday	March	25	Chaitra	05	Friday
4.	Ram Navami	April	15	Chaitra	26	Friday
5.	Mahavir Jayanti	April	20	Chaitra	31	Wednesday
6.	Buddha Purnima	May	21	Vaisakha	31	Saturday
7.	Idu'l Fitr	July	06	Ashadha	15	Wednesday
8.	Independence day	August	15	Sravana	24	Monday
9.	Janmashtami	August	25	Bhadra	03	Thursday
10.	Id-ul-Zuha(Bakrid)	September	12	Bhadra	21	Monday
11.	Mahatma Gandhi's Birthday	October	02	Asvina	10	Sunday
12.	Dussehra	October	11	Asvina	19	Tuesday
13.	Muharram	October	12	Ashvina	20	Wednesday
14.	Diwali (Deepavali)	October	30	Kartika	08	Sunday
15.	Guru Nanak's Birthday	November	14	Kartika	23	Monday
16.	Milad-Un-Nabi or Id-E-Milad (Birthday of Prophet Mohammad)	December	13	Agrahayana	22	Tuesday
17.	Christmas Day	December	25	Pausha	04	Sunday

**ANNEXURE-II****LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2016 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

S.No	Holiday	Date	Saka Date	Day
<b>SAKA ERA 1937</b>				
1.	New Year's Day	January 01	Pausha 11	Friday
2.	Makar Sankranti	January 14	Pausha 24	Thursday
3.	Pongal	January 15	Pausha 25	Friday
4.	Guru Govind Singh's Birthday	January 16	Pausha 26	Saturday
5.	Basant Panchami /Sri Panchami	February 12	Magha 23	Friday
6.	Shivaji Jayanti	February 19	Magha 30	Friday
7.	Guru Ravidas's Birthday	February 22	Phalguna 03	Monday
8.	Swami Dayananda Saraswati Jayanti	March 04	Phalguna 14	Friday
9.	Maha Shivaratri	March 07	Phalguna 17	Monday
<b>SAKA ERA 1938</b>				
10.	Holika Dahan, Dolyatra	March 23	Chaitra 03	Wednesday
11.	Easter Sunday	March 27	Chaitra 07	Sunday
12.	Chaitra Sukladi/Gudi Padava/Ugadi/Cheti Chand	April 08	Chaitra 19	Friday
13.	Vaisakhi/Vishu	April 13	Chaitra 24	Wednesday
14.	Masadi/Vaisakhadi,Bahag Bihu (Asam)	April 14	Chaitra 25	Thursday
15.	Hazarat Ali's Birthday	April 21	Vaisakha 01	Thursday
16.	Guru Rabindranath's birthday	May 08	Vaisakha 18	Sunday
17.	Jamat-Ul-Vida	July 01	Ashadha 10	Friday
18.	Rath Yatra	July 06	Ashadha 15	Wednesday
19.	Parsi New Year's day/Nauraj	August 17	Sravana 26	Wednesday
20.	Raksha Bandhan	August 18	Sarvana 27	Thursday
21.	Ganesh Chaturthi/Vinayaka Chaturthi	September 05	Bhadra 14	Monday

22.	Onam	September 14	Bhadra 23	Wednesday
23.	Dussehra (Maha Saptami) (Additional)	October 08	Asvina 16	Saturday
24.	Dussehra (Maha Ashtami) (Additional)	October 09	Asvina 17	Sunday
25.	Dussehra (Maha Navmi)	October 10	Asvina 18	Monday
26.	Maharishi Valmiki's Birthday	October 16	Asvina 24	Sunday
27.	Karaka Chaturthi (Karva Chouth)	October 19	Asvina 27	Wednesday
28.	Deepavali (South India)	October 29	Kartika 07	Saturday
29.	Naraka Chaturdasi	October 29	Kartika 07	Saturday
30.	Govardhan Puja	October 31	Kartika 09	Monday
31.	Bhai Duj	November 01	Kartika 10	Tuesday
32.	Pratihari Sashthi or Surya Sashthi (Chhat Puja)	November 06	Kartika 15	Sunday
33.	Guru Teg Bahadur's Martyrdom Day	November 24	Agrahayana 03	Thursday
34.	Christmas Eve	December 24	Pausha 03	Saturday

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**IMMEDIATE**

F.No.12/7/2015-JCA-2  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)

North Block, New Delhi  
Dated the 12<sup>th</sup> October, 2015

**CORRIGENDUM**

**Subject: Holidays to be observed in Central Government Offices during the year 2016- corrigendum – reg.**

Reference is invited to circular No. 12/7/2015-JCA-2 dated 11<sup>th</sup> June, 2015 circulating the list of holidays to be observed in Central government Offices during the year 2016.

2. In para 9 of the said circular, the words "Mahatma Gandhi's Birthday" mentioned in lines 5 and 6 may be deleted, as it is already included as one of the three National Holidays.

3. Rest of the terms and conditions of circular dated 11/6/2015 shall remain unaltered



(G. Srinivasan)

Deputy Secretary to the Government of India  
Ph. 23093074

**Encl.: Lists of holidays**

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.
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4. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
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