GOVERNMENT OF INDIA
MINSTRY OF RAILWAYS
(RAILWAY BOARD)

CIRCULAR

Sub:- Holidays to be observed in Central Government Offices during the year 2018.

A copy of DoPT's O.M. F.No.12/3/2017-JCA-2 dated 14.06.2017 has been downloaded from the website of Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) regarding observance of holidays during the year 2018 in all Central Government Offices. The list of holidays is available on **http://10.1.10.21/secretary**.

Hindi version will follow.

For Secretary
Railway Board

No.2017/G/31/1
Dated: 11.07.2017

To,

All Officers and Branches in Board's Office including those located in Pragati Maidan Metro Station Building Complex.

Government of India
Ministry of Railways
(Railway Board)

No.2017/G/31/1 New Delhi, dt.11.07.2017

Sub:- Holidays to be observed in Central Government Offices during the year 2018.

A copy of DoPT's O.M. F.No.12/3/2017-JCA-2 dated 14.06.2017 has been downloaded from the website of Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) regarding observance of holidays during the year 2018 in all Central Government Offices. The list of holidays is available on **http://10.1.10.21/secretary** or **www.indianrailways.gov.in/railwayboard/**.

12/7/17

For Secretary
Railway Board

DA : As above.

To

1. The General Manager, Northern Rly. Baroda House, New Delhi.
2. The General Secretary, IRCA, New Delhi.
3. The C.A.O., COFMOW, Tilak Bridge, New Delhi.
4. The C.P.A., IRCOT, Shivaji Bridge, New Delhi.
5. The G.M., RCF, Tilak Bridge, New Delhi.
6. The Admn. Officer, IRFC, Upper Ground Floor, East Tower, NBCC Place, Bhishm Pitamah Marg, Lodhi Road, New Delhi.
7. The M.D., CRIS, Chanakyapuri, New Delhi.
8. The Chairman, RCT, Principal Bench, Delhi, 13/15, Mall Road, Dellhi.
9. The M.D., RITES, 1, RITES Bhavan, Gurgaon, Haryana.
10. The M.D., CONCOR, Concor Bhavan, C-3, Mathura Road, Delhi.
11. The M.D., RCIL, Bank of Baroda Building, Connaught Place,New Delhi
12. The M.D.,IRCTC, Bank of Baroda Building, Connaught Place, N. Delhi.
13. The M.D., IRCON Ltd.,C-4, District Centre, Behind Sheraton Hotel, Saket, New Delhi.
14. The M.D., RVNL. Plot No.25, First Floor, August Kranti Bhavan, Bhikaji Cama Place, New Delhi.
15. The Secy. to RLDA., Near Safdarjung Rly. Stn. Moti Bagh, New Delhi.
16. The Dedicated Freight Corridor Corpn. of India Ltd., Pragati Maidan Metro Station Building Complex, 5th Floor, New Delhi.
17. The Jt. Director, MILRAIL, Army Head Quarters, New Delhi.
18. The Chief Project Officer,RCF/RBL(Project),Kishanganj,Delhi-110007.
19. Indian Railways Organisation For Alternte Fuels,12th Floor,Core-1,Scope Minar, District Centre, Laxmi Nagar, Delhi-92.

F.No.12/3/2017-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 14th June, 2017

OFFICE MEMORANDUM

Subject: Holidays to be observed in Central Government Offices during the year 2018- 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 2018. 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 /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 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. In 2018, Diwali (Deepavali) falls on Wednesday, November 7, 2018 (Kartika 16). 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 2018, 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 16(Sixteen) holidays of their own only after including in the list, three National Holidays and Idu'l Fitr, in the list of compulsory holidays with the Idu'l Fitr falling on day of weekly off (Saturday).

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.

(D. K. Sengupta)
Deputy Secretary (JCA)
☎ **23040255**

Encl.: List 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 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(with 10 spare copies
11. Chief Secretaries to all the State Governments/Union Territories.
12. Directorate of Advertising and Visual Publicity, PTI Building, New Delhi (with 5 spare copies)
13. Deputy Director (Bills), Dte. of Printing, B-Wing, Nirman Bhavan, New Delhi (with 5 spare copies
14. Positional Astronomy Centre, Block-AQ, Plot No.8 Sector-V,Salt lake,Manish Bathan, Kolkata - 7000
15. Facilitation Centre, DOP&T (20 copies)
16. NIC (DOPT) with the request to place this O.M. on the Website of the Departme (***www.persmin.nic.in***) dopt.gov.in
17. 100 Spare Copies.

ANNEXURE-I

LIST OF HOLIDAYS DURING THE YEAR 2018 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S.No.	Holiday	Date	Saka Date	Day
		1939 SAKA ERA		
1.	Republic Day	January 26	Magha 06	Friday
2.	Maha Shivaratri	February 14	Magha 25	Wednesday
3.	Holi	March 02	Phalguna 11	Friday
		1940 Saka Era		
4.	Mahavir Jayanti	March 29	Chaitra 08	Thursday
5.	Good Friday	March 30	Chaitra 09	Friday
6.	Buddha Purnima	April 30	Vaisakha 10	Monday
7.	Idu'l Fitr	June 16	Jyaishtha 26	Saturday
8.	Independence day	August 15	Sravana 24	Wednesday
9.	Id-ul-Zuha (Bakrid)	August 22	Sarvana 31	Wednesday
10.	Janmashtami	September 03	Bhadra 12	Monday
11.	Muharram	September 21	Bhadra 30	Friday
12.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Tuesday
13.	Dussehra	October 19	Asvina 27	Friday
14.	Diwali (Deepavali)	November 07	Kartika 16	Wednesday
15.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)	November 21	Kartika 30	Wednesday
16.	Guru Nanak's Birthday	November 23	Agrahayana 02	Friday
17.	Christmas Day	December 25	Pausha 04	Tuesday

ANNEXURE-I

LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2018 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI , NEW DELHI

S.No	Holiday	Date	Saka Date	Day
		SAKA ERA 1939		
1.	New Year's Day	January 01	Pausha 11	Monday
3.	Makar Sankranti	January 14	Pausha 24	Sunday
4.	Pongal	January 14	Pausha 24	Sunday
5.	Basant Panchami /Sri Panchami	January 22	Magha 02	Monday
6.	Guru Ravidas's Birthday	January 31	Magha 11	Wednesday
7.	Swami Dayananda Saraswati Jayanti	February 10	Magha 21	Saturday
8.	Shivaji Jayanti	February 19	Magha 30	Monday
9.	Holika Dahan/Dolyatra	March 01	Phalguna 10	Thursday
10.	Chaitra Sukladi/Gudi Padava/Ugadi/Cheti Chand	March 18	Phalguna 27	Sunday
		SAKA ERA 1940		
11.	Ram Navami	March 25	Chaitra 04	Sunday
12.	Easter Sunday	April 01	Chaitra 11	Sunday
13.	Hazarat Ali's Birthday	April 01	Chaitra 11	Sunday
14.	Vaisakhi/Vishu/Mesadi	April 14	Chaitra 24	Saturday
15.	Vaisakhadi(Bengal)/ Bahag Bihu (Assam)	April 15	Chaitra 25	Sunday
16.	Guru Rabindranath's birthday	May 09	Vaisakha 19	Wednesday
17.	Jamat-Ul-Vida	June 15	Jyaishtha 25	Friday
18.	Rath Yatra	July 14	Ashadha 23	Saturday
19.	Parsi New Year's day/Nauraj	August 17	Sravana 26	Friday
20.	Onam or Thiru Onam Day	August 25	Bhadra 03	Saturday
21.	Raksha Bandhan	August 26	Bhadra 04	Sunday
22.	Vinayaka Chaturthi/ Ganesh Chaturthi	September 13	Bhadra 22	Thursday

[illegible]	Dussehra (Maha Saptami) (Additional)	October	16	Asvina	24	Tuesday
24.	Dussehra (Maha Ashtami) (Additional)	October	17	Asvina	25	Wednesday
25.	Dussehra (Maha Navmi)	October	18	Asvina	26	Thursday
26.	Maharishi Valmiki's Birthday	October	24	Kartika	02	Wednesday
27.	Karaka Chaturthi (Karva Chouth)	October	27	Kartika	05	Saturday
28.	Deepavali (South India)	November	06	Kartika	15	Tuesday
29.	Naraka Chaturdasi	November	06	Kartika	15	Tuesday
30.	Govardhan Puja	November	08	Kartika	17	Thursday
31.	Bhai Duj	November	09	Kartika	18	Friday
32.	Pratihar Sashthi or Surya Sashthi (Chhat Puja)	November	13	Kartika	22	Tuesday
33.	Guru Teg Bahadur's Martyrdom Day	November	24	Agrahayana	03	Saturday
34.	Christmas Eve	December	24	Pausha	03	Monday