

भा.मा.ब्यूरो मुख्या./प्रशा./परिपत्र (28)/2023
BIS HQ/ADMN/Circular (28)/2023

दिनांक: 17 जुलाई 2023

Date: 17 July 2023

भारतीय मानक ब्यूरो/Bureau of Indian Standards
(प्रशासन विभाग/Administration Department)

परिपत्र/Circular

Subject: Holidays to be observed in Central Government Offices during the year 2024 - reg.

Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training (DoPT), Establishment (JCA) Section, Govt. of India vide their Office Memorandum F. No. 12/2/2023-JCA dated 03 July 2023 has intimated that the holidays to be observed in Central Govt. offices during the year 2024 (copy enclosed).

2. In line with the DoPT, Administration Department has prepared the list of Holidays to be observed in BIS offices during 2024 are attached as Annex 'A' and Annex 'B'.

3. In view of above, HoDs of all ROs/BOs/Labs/NITS including BIS HQs are requested to bring the same to the kind notice of all employees of their respective offices.

4. This issues with the approval of the Competent Authority.

Encl: as above



(संदीप मीना)

निदेशक (प्रशासन)

Our Ref: ADMN/01/16/2014

Circulated to: **All Activity Head/Heads of ROs/BOs/Labs/NITS including HQ for kind information and compliance, please.**

विषय: वर्ष 2024 के दौरान भारतीय मानक ब्यूरो, मुख्यालय में छुट्टियों की सूची।

क्रम संख्या	अवकाश	दिनांक	साका दिनांक	दिन
1945 शक संवत				
1.	गणतन्त दिवस	जनवरी 26	माघ 06	शुक्रवार
1946 शक संवत				
2.	होली	मार्च 25	चैत्र 05	सोमवार
3.	गुड फ्राइडे	मार्च 29	चैत्र 09	शुक्रवार
4.	ईद-उल-फितर	अप्रैल 11	चैत्र 22	गुरुवार
5.	राम नवमी	अप्रैल 17	चैत्र 28	बुधवार
6.	महावीर जरंती	अप्रैल 21	वैशाख 01	रविवार
7.	बुद्ध पूर्णिमा	मई 23	ज्येष्ठ 02	गुरुवार
8.	ईद-उल-जुहा (बकरीद)	जून 17	ज्येष्ठ 27	सोमवार
9.	मुहर्म्म	जुलाई 17	अषाढ़ 26	बुधवार
10.	स्वतंत्रता दिवस	अगस्त 15	श्रावण 24	गुरुवार
11.	जन्माष्टमी	अगस्त 26	भाद्र 04	सोमवार
12.	मिलाद-उन-नबी अथवा ईद-ए-मिलाद (पैगम्बर मुहम्मद का जन्मदिन)	सितम्बर 16	भाद्र 25	सोमवार
13.	महात्मा गांधी का जन्मदिवस	अक्टूबर 02	अश्विन 10	बुधवार
14.	दशहरा	अक्टूबर 12	अश्विन 20	शनिवार
15.	दिवाली (दीपावली)	अक्टूबर 31	कार्तिक 09	गुरुवार
16.	गुरुनानक का जन्मदिवस	नवम्बर 15	कार्तिक 24	शुक्रवार
17.	क्रिसमस दिवस	दिसम्बर 25	पौष 04	बुधवार

Annexure-A

S. No.	Holiday	Date	Saka Date	Day
1945 SAKA ERA				
1.	Republic Day	January 26	Magha 06	Friday
1946 SAKA ERA				
2.	Holi	March 25	Chaitra 05	Monday
3.	Good Friday	March 29	Chaitra 09	Friday
4.	Id-ul-Fitr	April 11	Chaitra 22	Thursday
5.	Ram Navami	April 17	Chaitra 28	Wednesday
6.	Mahavir Jayanti	April 21	Vaisakha 01	Sunday
7.	Budha Purnima	May 23	Jyaishtha 02	Thursday
8.	Id-ul-Zuha (Bakrid)	June 17	Jyaishtha 27	Monday
9.	Muharram	July 17	Ashadha 26	Wednesday
10.	Independence Day	August 15	Sarvana 24	Thursday
11.	Janmashtami (Vaishnva)	August 26	Bhadra 04	Monday
12.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)	September 16	Bhadra 25	Monday
13.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Wednesday
14.	Dussehra	October 12	Asvina 20	Saturday
15.	Diwali (Deepavali)	October 31	Kartika 09	Thursday
16.	Guru Nanak's Birthday	November 15	Kartika 24	Friday
17.	Christmas Day	December 25	Pausha 04	Wednesday

उपरोक्त छुट्टियों के अतिरिक्त प्रत्येक कर्मचारी को नीचे दी गई प्रतिबंधित छुट्टियों की सूची में से किसी भी दो छुट्टियों का चयन करने की अनुमति दी जाएगी:

क्रम संख्या	अवकाश	दिनांक	साका दिनांक	दिन
शक संवत 1945				
1.	नव वर्ष	जनवरी 01	पौष 11	सोमवार
2.	लोहड़ी	जनवरी 13	पौष 23	शनिवार
3.	मकर संक्रांति	जनवरी 14	पौष 24	रविवार
4.	माघ बिहू/पोंगल	जनवरी 15	पौष 25	सोमवार
5.	गुरुगोविंद सिंह जयन्ती	जनवरी 17	पौष 27	बुधवार
6.	हजरत अली का जन्मदिन	जनवरी 25	माघ 05	गुरुवार
7.	श्री पंचमी, बसंत पंचमी	फ़रवरी 14	माघ 25	बुधवार
8.	शिवाजी जयंती	फ़रवरी 19	माघ 30	सोमवार
9.	गुरु रविदास जयन्ती	फ़रवरी 24	फाल्गुन 05	शनिवार
10.	स्वामी दयानंद सरस्वती जयन्ती	मार्च 06	फाल्गुन 16	बुधवार
11.	महाशिवरात्रि	मार्च 08	फाल्गुन 18	शुक्रवार
शक संवत 1946				
12.	होलिका दहन	मार्च 24	चैत्र 04	रविवार
13.	ढोल यात्रा	मार्च 25	चैत्र 05	सोमवार
14.	ईस्टर- रविवार	मार्च 31	चैत्र 11	रविवार
15.	जमात-उल-विदा	अप्रैल 05	चैत्र 16	शुक्रवार
16.	चैत्र शुक्लादि/ गुडी पडवा/उगादी/ चैती चाँद	अप्रैल 09	चैत्र 20	मंगलवार
17.	वैशाखी/ विशु	अप्रैल 13	चैत्र 24	शनिवार
18.	मेशादी (तमिल नव वर्ष दिवस)/वैसाखादी (बंगाल)/ बहाग बिहू	अप्रैल 14	चैत्र 25	रविवार
19.	गुरु रविन्द्रनाथ टैगोर जयन्ती	मई 08	वैशाख 18	बुधवार
20.	रथ यात्रा	जुलाई 07	आषाढ़ 16	रविवार
21.	पारसी नव वर्ष दिवस/ नौराज	अगस्त 15	श्रावण 24	गुरुवार
22.	रक्षा बंधन	अगस्त 19	श्रावण 28	सोमवार
23.	गणेश चतुर्थी/विनायक चतुर्थी	सितम्बर 07	भाद्र 16	शनिवार
24.	ओणम अथवा थिरु ओणम दिवस	सितम्बर 15	भाद्र 24	रविवार
25.	दशहरा (सप्तमी)	अक्टूबर 10	अश्विन 18	गुरुवार
26.	दशहरा (महाष्टमी)/दशहरा (महानवमी)	अक्टूबर 11	अश्विन 19	शुक्रवार
27.	महर्षि वाल्मीकि जयन्ती	अक्टूबर 17	अश्विन 25	गुरुवार
28.	करका चतुर्थी (करवा चौथ)	अक्टूबर 20	अश्विन 28	रविवार
29.	नरक चतुर्दशी	अक्टूबर 31	कार्तिक 09	गुरुवार
30.	गोवर्धन पूजा	नवम्बर 02	कार्तिक 11	शनिवार
31.	भाई दूज	नवम्बर 03	कार्तिक 12	रविवार
32.	प्रतिहार षष्ठी अथवा सूर्या षष्ठी (छठ पूजा)	नवम्बर 07	कार्तिक 16	गुरुवार
33.	गुरु तेगबहादुर शहीदी दिवस	नवम्बर 24	आग्रहयाण 03	रविवार
34.	क्रिसमस की पूर्व संध्या	दिसम्बर 24	पौष 03	मंगलवार

Annexure-'B'

LIST OF RESTRICTED HOLIDAY FOR THE YEAR 2024 IN RESPECT OF ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI/NEW DELHI.

S. No.	Holiday	Date	Saka Date	Day
SAKA ERA 1945				
1.	New Year's Day	January 01	Pausha 11	Monday
2.	Lohri	January 13	Pausha 23	Saturday
3.	Makar Sankranti	January 14	Pausha 24	Sunday
4.	Magha Bihu/Pongal	January 15	Pausha 25	Monday
5.	Guru Gobind Singh's Birthday	January 17	Pausha 27	Wednesday
6.	Hazarat Ali's Birthday	January 25	Magha 05	Thursday
7.	Sri Panchami, Basant Panchami	February 14	Magha 25	Wednesday
8.	Shiva Ji Jayanti	February 19	Magha 30	Monday
9.	Guru Ravi Das's Birthday	February 24	Phalguna 05	Saturday
10.	Birthday of Swami Dayananda Saraswati	March 06	Phalguna 16	Wednesday
11.	Maha Shivratri	March 08	Phalgun 18	Friday
SAKA ERA 1946				
12.	Holida dahan	March 24	Chaitra 04	Sunday
13.	Dolyatra	March 25	Chaitra 05	Monday
14.	Easter Sunday	March 31	Chaitra 11	Sunday
15.	Jamat-UI-Vida	April 05	Chaitra 16	Friday
16.	Chaitra Sukladi/Gudi Padava/Ugadi/Cheti Chand	April 09	Chaitra 20	Tuesday
17.	Vaisakhi/Vishu	April 13	Chaitra 24	Saturday
18.	Meshadi (Tamil New Year's Day)/Vaisakhadi (Bengal)/ Bahag Bihu (Assam)	April 14	Chaitra 25	Sunday
19.	Birthday of Guru Rabindranath Tagore	May 08	Vaisakha 18	Wednesday
20.	Rath Yatra	July 07	Ashadha 16	Sunday
21.	Parsi New Year's day/ Nauraj	August 15	Sravana 24	Thursday
22.	Raksha Bandhan	August 19	Sravana 28	Monday
23.	Ganesh Chaturthi/Vinayaka Chaturthi	September 07	Bhadra 16	Saturday
24.	Onam or Thiru Onam Day	September 15	Bhadra 24	Sunday
25.	Dussehra (Saptami)	October 10	Asvina 18	Thursday
26.	Dussehra (Mahashtami)/ Dussehra (Mahanavmi)	October 11	Asvina 19	Friday
27.	Maharishi Valmiki's Birthday	October 17	Asvina 25	Thursday
28.	Karaka Chaturdasi (Karwa Chouth)	October 20	Asvina 28	Sunday
29.	Naraka Chaturdasi	October 31	Kartika 09	Thursday
30.	Govardhan Purja	November 02	Kartika 11	Saturday
31.	Dhai Duj	November 03	Kartika 12	Sunday
32.	Pratihar Shashthi or Surya Shashthi (Chhat Puja)	November 07	Kartika 16	Thursday
33.	Guru Teg Bahadur's Martyrdom Day	November 24	Agrahayana03	Sunday
34.	Christmas Eve	December 24	Pausha 03	Tuesday

OFFICE MEMORANDUM

Subject: Holidays to be observed in Central Government Offices during the year 2024- reg.

It has been decided that the holidays, as specified in **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 2024. 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. For offices located in New Delhi/Delhi, three holidays are selected by the D/o Personnel & Training and for the offices located outside Delhi/New Delhi three holidays are to 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 baring a few exceptions indicated at para 5.1 and 5.2 hereinafter. The 12 optional holidays are as follows:

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 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 festival 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 also 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 2024, Diwali (Deepavali) falls on Thursday, October 31, 2024 (Kartika 09). 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) in 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 2024, 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 14 (Fourteen) holidays of their own only after including in the list, three National Holidays and Mahavir Jayanti and Dussehra 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.



(Parveen Jargar)

Deputy Secretary to the Govt. of India

☎ 23094678

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, Saltlake, Manish Bathan, Kolkata - 700091
15. Facilitation Centre, DOP&T (20 copies)

LIST OF HOLIDAYS FOR THE YEAR 2024 TO BE OBSERVED IN THE ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S.No.	Holiday	Date	Saka Date	Day
<u>1945 SAKA ERA</u>				
1.	Republic Day	January 26	Magha 06	Friday
<u>1946 SAKA ERA</u>				
2.	Holi	March 25	Chaitra 05	Monday
3.	Good Friday	March 29	Chaitra 09	Friday
4.	Id-ul-Fitr	April 11	Chaitra 22	Thursday
5.	Ram Navami	April 17	Chaitra 28	Wednesday
6.	Mahavir Jayanti	April 21	Vaisakha 01	Sunday
7.	Budha Purnima	May 23	Jyaishtha 02	Thursday
8.	Id-ul-Zuha (Bakrid)	June 17	Jyaishtha 27	Monday
9.	Muharram	July 17	Ashadha 26	Wednesday
10.	Independence Day	August 15	Sarvana 24	Thursday
11.	Janmashtami (Vaishnva)	August 26	Bhadra 04	Monday
12.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)	September 16	Bhadra 25	Monday
13.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Wednesday
14.	Dussehra	October 12	Asvina 20	Saturday
15.	Diwali (Deepavali)	October 31	Kartika 09	Thursday
16.	Guru Nanak's Birthday	November 15	Kartika 24	Friday
17.	Christmas Day	December 25	Pausha 04	Wednesday



ANNEXURE-II**LIST OF RESTRICTED HOLIDAYS FOR THE YEAR 2024 IN RESPECT OF ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

S.No	Holiday	Date	Saka Date	Day
SAKA ERA 1945				
1.	New Year's Day	January 01	Pausha 11	Monday
2.	Lohri	January 13	Pausha 23	Saturday
3.	Makar Sankranti	January 14	Pausha 24	Sunday
4.	Magha Bihu/ Pongal	January 15	Pausha 25	Monday
5.	Guru Gobind Singh's Birthday	January 17	Pausha 27	Wednesday
6.	Hazarat Ali's Birthday	January 25	Magha 05	Thursday
7.	Sri Panchami, Basant Panchami	February 14	Magha 25	Wednesday
8.	Shiva ji Jayanti	February 19	Magha 30	Monday
9.	Guru Ravi Das's Birthday	February 24	Phalguna 05	Saturday
10.	Birthday of Swami Dayananda Saraswati	March 06	Phalguna 16	Wednesday
11.	Maha Shivratri	March 08	Phalguna 18	Friday
SAKA ERA 1946				
12.	Holika dahan	March 24	Chaitra 04	Sunday
13.	Dolyatra	March 25	Chaitra 05	Monday
14.	Easter Sunday	March 31	Chaitra 11	Sunday
15.	Jamat-Ul-Vida	April 05	Chaitra 16	Friday
16.	Chaitra Sukladi /Gudi Padava/Ugadi/ Cheti Chand	April 09	Chaitra 20	Tuesday
17.	Vaisakhi /Vishu	April 13	Chaitra 24	Saturday
18.	Meshadi (Tamil New Year's Day) / Vaisakhadi (Bengal) / Bahag Bihu (Assam)	April 14	Chaitra 25	Sunday
19.	Birthday of Guru Rabindranath Tagore	May 08	Vaisakha 18	Wednesday
20.	Rath Yatra	July 07	Ashadha 16	Sunday
21.	Parsi New Year's day/Nauraj	August 15	Sravana 24	Thursday
22.	Raksha Bandhan	August 19	Sravana 28	Monday

23.	Ganesh Chaturthi /Vinayaka Chaturthi	September	07	Bhadra	16	Saturday
24.	Onam or Thiru Onam Day	September	15	Bhadra	24	Sunday
25.	Dussehra (Saptami)	October	10	Asvina	18	Thursday
26.	Dussehra (Mahashtami) /Dussehra (Mahanavmi)	October	11	Asvina	19	Friday
27.	Maharishi Valmiki's Birthday	October	17	Asvina	25	Thursday
28.	Karaka Chaturthi (Karwa Chouth)	October	20	Asvina	28	Sunday
29.	Naraka Chaturdasi	October	31	Kartika	09	Thursday
30.	Govardhan Puja	November	02	Kartika	11	Saturday
31.	Bhai Duj	November	03	Kartika	12	Sunday
31.	Pratihari Shashthi or Surya Shashthi (Chhat Puja)	November	07	Kartika	16	Thursday
32.	Guru Teg Bahadur's Martyrdom Day	November	24	Agrahayana	03	Sunday
33.	Christmas Eve	December	24	Pausha	03	Tuesday

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