

भा.मा.ब्यूरो मुख्या./प्रशा./परिपत्र (48)/2024

BIS HQ/ADMN/Circular (48)/2024

दिनांक: 11 अक्टूबर 2024

Date: 11 October 2024

भारतीय मानक ब्यूरो/(Bureau of Indian Standard)

प्रशासन विभाग/Administration Department

परिपत्र/Circular

Subject: List of Holidays to be observed at BIS HQ during the year 2025-reg.

This has reference to Office Memorandum (OM) vide Ref: No.F.No.12/2.2023-JCA Dated 09 July 2024, Establishment (JCA) Section, Department of Personnel and Training, Ministry of Personnel, Public Grievance and Pensions, Government of India, regarding Holidays to be observed in Central Government offices during the year 2025, (copy enclosed).

2. As per the above said OM, Holidays to be observed in Bureau of Indian Standards (BIS) offices during the year 2025 are specified as per details given below:

S. No.	Particulars	Annexure
1.	Holidays to be observed in Delhi/New Delhi offices during the year 2025.	Annexure - I
2.	In addition each employee will also be allowed to avail himself/herself of any two holidays to chosen by him/her from of the list of Restricted Holidays Specified at	Annexure- II
3.	BIS offices located Outside Delhi/ New Delhi shall followed the instruction mentioned in said OM	Annexure- III

3. In view of above, all employees including contractual staff of ROs/BOs/Labs/NITS including BIS HQs shall strictly compliance the above said OM.

4. This issues with the approval with Competent Authority.

Encl: as above



(संदीप मीना)

निदेशक (प्रशासन)

Director (Administration)

Our Ref: ADMN/01/16/2014

Circulated to: All employees including contractual staff of ROs/BOs/Labs/NITS including Departments at BIS HQ for strict compliance.

Annexure- I

वर्ष 2025 के दौरान छुट्टियों की सूची/The list of holidays during the year 2025 to be observed at BIS HQ is given below:

क्रमांक	अवकाश	दिनांक	साका दिनांक	दिन
1946 शक संवत				
1.	गणतन्त्र दिवस	जनवरी 26	माघ 06	रविवार
2.	महाशिवरात्रि	फरवरी 26	फाल्गुन 07	बुधवार
3.	होली	मार्च 14	फाल्गुन 23	शुक्रवार
1947 शक संवत				
4.	ईद-उल-फितर	मार्च 31	चैत्र 10	सोमवार
5.	महावीर जयंती	अप्रैल 10	चैत्र 20	गुरुवार
6.	गुड फ्राइडे	अप्रैल 18	चैत्र 28	शुक्रवार
7.	बुद्ध पूर्णिमा	मई 12	वैशाख 02	सोमवार
8.	ईद-उल-जुहा (बकरीद)	जून 07	ज्येष्ठ 27	शनिवार
9.	मुहर्रम	जुलाई 06	अषाढ़ 26	रविवार
10.	स्वतंत्रता दिवस	अगस्त 15	श्रावण 24	शुक्रवार
11.	जन्माष्टमी	अगस्त 16	श्रावण 04	शनिवार
12.	मिलाद-उन-नबी अथवा ईद-ए-मिलाद (पैगम्बर मुहम्मद का जन्म दिन)	सितम्बर 05	भाद्र 25	शुक्रवार
13.	महात्मा गाँधी का जन्मदिवस	अक्टूबर 02	अश्विन 10	गुरुवार
14.	दशहरा	अक्टूबर 02	अश्विन 10	गुरुवार
15.	दिवाली (दीपावली)	अक्टूबर 20	अश्विन 09	सोमवार
16.	गुरुनानक का जन्मदिवस	नवम्बर 05	कार्तिक 14	बुधवार
17.	क्रिसमस दिवस	दिसम्बर 25	पौष 04	गुरुवार

S. No.	Holiday	Date	Saka Date	Day
1946 SAKA ERA				
1.	Republic Day	January 26	Megha 06	Sunday
2.	Maha shivaratri	February 26	Phalguna 07	Wednesday
3.	Holi	March 14	Phalguna 07	Friday
1947 SAKA ERA				
4.	Id-UI-Fitr	March 31	Chaitra 10	Monday
5.	Mahavir Jayanti	April 10	Chaitra 20	Thursday
6.	Good Friday	April 18	Chaitra 28	Friday
7.	Budha Purnima	May 12	Vaisakha 22	Monday
8.	Id-UI-Zuha (Bakrid)	June 07	Jyaishtha 17	Saturday
9.	Muharram	July 06	Ashadha 15	Sunday
10.	Independence Day	August 15	Sravana 24	Friday
11.	Janmashtami	August 16	Sravana 25	Saturday
12.	Milad-un-Nabi or Id-e-Milad (Birthday of prophet Mohammad)	September 05	Bhadra 14	Friday
13.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Thursday
14.	Dussehra	October 02	Asvina 10	Thursday
15.	Diwali (Deepavali)	October 20	Asvina 28	Monday
16.	Guru Nanak's Birthday	November 05	Kartika 14	Wednesday
17.	Christmas Day	December 25	Pausha 04	Thursday

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

क्रमांक	अवकाश	दिनांक	साका दिनांक	दिन
1945 शक संवत				
1.	नव वर्ष	जनवरी 01	पौष 11	बुधवार
2.	गुरु गोविंद सिंह का जन्मदिन	जनवरी 06	पौष 16	सोमवार
3.	मकर संक्रांति/माघ बिहू/ पोंगल/हज़रत अली का जन्मदिन	जनवरी 14	पौष 24	मंगलवार
4.	श्री पंचमी/ बसंत पंचमी	फरवरी 02	माघ 13	रविवार
5.	गुरु रविदास का जन्मदिन	फरवरी 12	माघ 05	बुधवार
6.	शिवाजी जयंती	फरवरी 19	माघ 30	बुधवार
7.	स्वामी दयानंद सरस्वती का जन्मदिन	फरवरी 23	फाल्गुन 04	रविवार
8.	होलिका दहन	मार्च 13	फाल्गुन 22	गुरुवार
9.	ढोल यात्रा	मार्च 14	फाल्गुन 23	शुक्रवार
1947 शक संवत				
10.	जमात-उल-विदा	मार्च 28	चैत्र 07	शुक्रवार
11.	चैत्र शुक्लादि/गुडी पडवा/उगादी/चेती चाँद	मार्च 30	चैत्र 09	रविवार
12.	राम नवमी	अप्रैल 06	चैत्र 16	रविवार
13.	वैशाखी/विशु	अप्रैल 13	चैत्र 23	रविवार
14.	मेशादी (तमिल नव वर्ष दिवस)	अप्रैल 14	चैत्र 24	सोमवार
15.	वैसाखादी (बंगाल)/ बहाग बिहू (असम)	अप्रैल 15	चैत्र 25	मंगलवार
16.	ईस्टर- रविवार	मार्च 28	चैत्र 30	रविवार
17.	गुरु रविन्द्रनाथ टैगोर का जन्म दिवस	मई 09	वैशाख 19	शुक्रवार
18.	रथ यात्रा	जून 27	आषाढ़ 06	शुक्रवार
19.	रक्षा बंधन	अगस्त 09	श्रावण 18	शनिवार
20.	पारसी नव वर्ष दिवस/ नौराज	अगस्त 15	श्रावण 24	शुक्रवार
21.	जन्माष्टमी	अगस्त 15	श्रावण 24	शुक्रवार
22.	गणेश चतुर्थी/विनायक चतुर्थी	अगस्त 27	भाद्र 05	बुधवार
23.	ओणम अथवा थिरु ओणम दिवस	सितम्बर 05	भाद्र 14	शुक्रवार
24.	दशहरा (सप्तमी)	सितम्बर 29	अश्विन 07	सोमवार
25.	दशहरा (महाष्टमी)	सितम्बर 30	अश्विन 08	मंगलवार
26.	दशहरा (महानवमी)	अक्टूबर 01	अश्विन 09	बुधवार
27.	महर्षि वाल्मीकि का जन्म दिवस	अक्टूबर 07	अश्विन 15	मंगलवार
28.	करका चतुर्थी (करवा चौथ)	अक्टूबर 10	अश्विन 18	शुक्रवार
29.	नरक चतुर्दशी	अक्टूबर 20	अश्विन 28	सोमवार
30.	गोवर्धन पूजा	अक्टूबर 22	अश्विन 30	बुधवार
31.	भाई दूज	अक्टूबर 23	कार्तिक 01	गुरुवार
32.	प्रतिहार षष्ठी अथवा सूर्या षष्ठी (छठ पूजा)	अक्टूबर 28	कार्तिक 06	मंगलवार
33.	गुरु तेगबहादुर शहीदी दिवस	नवम्बर 24	आग्रहयाण 03	सोमवार
34.	क्रिसमस की पूर्व संध्या	दिसम्बर 24	पौष 03	बुधवार

LIST OF RESTRICTED HOLIDAY FOR THE YEAR 2025 IN RESPECT OF ADMINISTRATIVE OFFICERS OF CENTRAL GOVERNMENT LOCATED AT DELHI/ NEW DELHI.

S. No.	Holiday	Date	Saka Date	Day
1946 SAKA ERA				
1.	New Year's Day	January 01	Pausha 11	Wednesday
2.	Guru Gobind Singh's Birthday	January 06	Pausha 16	Monday
3.	Makar Sankranti/Magha Bihu/ Pongal/Hazarat Ali's Birthday	January 14	Pausha 24	Tuesday
4.	Basant Panchami/Sri Panchami	February 02	Magha 13	Sunday
5.	Guru Ravidas's Birthday	February 12	Magha 23	Wednesday
6.	Shiva ji Jayanti	February 19	Magha 30	Wednesday
7.	Birthday of Swacmi Dayananda Saraswati	February 23	Phalguna 04	Sunday
8.	Holika Dahan	March 13	Phalguna 22	Thursday
9.	Dolyatra	March 14	Phalguna 23	Friday
1947 SAKA ERA				
10.	Jamat-UI-Vida	March 28	Chaitra 07	Friday
11.	Chaitra Sukladi /Gudi Padava/ Ugadi/Cheti Chand	March 30	Chaitra 09	Sunday
12.	Ram Navmi	April 06	Chaitra 16	Sunday
13.	Vaisakhi/Vishu	April 13	Chaitra 23	Sunday
14.	Meshadi (Tamil New Year's Day)	April 14	Chaitra 24	Monday
15.	Vaisakhadi (Bengal)/ Bahag Bihu (Assam)	April 15	Chaitra 25	Tuesday
16.	Easter Sunday	April 20	Chaitra 30	Sunday
17.	Guru Rabindranath's Birthday	May 09	Vaisakha 19	Friday
18.	Rath Yatra	June 27	Ashadha 06	Friday
19.	Raksha Bandhan	August 09	Sravana 18	Saturday
20.	Parsi New Year's Day/ Nauraj	August 15	Sravana 24	Friday
21.	Janmashtami (Smrata)	August 15	Sravana 24	Friday
22.	Ganesh Chaturthi/ Vinayaka Chaturthi	August 27	Bhadra 05	Wednesday
23.	Onam or Thiru Onam Day	September 05	Bhadra 14	Friday
24.	Dussehra (Saptami)	September 29	Asvina 07	Monday
25.	Dussehra (Mahashtami)	September 30	Asvina 08	Tuesday
26.	Dussehra (Mahanavmi)	October 01	Asvina 09	Wednesday
27.	Maharishi Valmiki's Birthday	October 07	Asvina 15	Tuesday
28.	Karaka Chaturthi (Karwa Chouth)	October 10	Asvina 18	Friday
29.	Naraka Chaturdasi	October 20	Asvina 28	Monday
30.	Govardhan Puja	October 22	Asvina 30	Wednesday
31.	Bhai Duj	October 23	Kartika 01	Thursday
32.	Pratihari Shashthi or Surya Shashthi (Chhat Puja)	October 28	Kartika 06	Tuesday
33.	Guru Teg Bahadur's Martyrdom Day	November 24	Agrahayana 03	Monday
34.	Christmas Eve	December 24	Pausha 03	Wednesday

F.No.12/2/2023-JCA
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)
Establishment (JCA) Section

2nd Floor, 'B' Wing, Lok Nayak Bhawan,
Khan Market, New Delhi
Dated the 9th July, 2024

OFFICE MEMORANDUM

Subject: Holidays to be observed in Central Government Offices during the year 2025-reg.

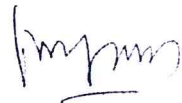
It has been decided that the holidays, as specified in the **Annexure –I** to this O.M., will be observed in all the Administrative Offices of the Central Government located at Delhi/New Delhi during the year 2025. In addition, each employee will also be allowed to avail himself/herself of any two holidays 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 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 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.

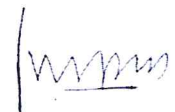
5.1 For offices in Delhi / New Delhi, any change in the date of holidays in respect of Idu'l Fitr, Idu'l Zuha, Muharram and Id-e-Milad, if necessary, depending upon sighting of the Moon, would be declared by the Ministry of Personnel, Public Grievances and Pensions, after ascertaining the position from 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'lFitr, Idu'lZuha, 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 2025, Diwali (Deepavali) falls on Monday, October 20, 2025 (Asvina 28). 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 2025, 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 Id-ul-Zuha (Bakrid), Muhrram and Janamashtmi, 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

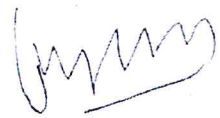
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To

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

LIST OF HOLIDAYS DURING THE YEAR 2025 FOR ADMINISTRATIVE OFFICES OF
CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S.No.	Holiday	Date	Saka Date	Day
<u>1946 SAKA ERA</u>				
1.	Republic Day	January 26	Magha 06	Sunday
2.	Maha Shivaratri	February 26	Phalguna 07	Wednesday
3.	Holi	March 14	Phalguna 23	Friday
<u>1947 SAKA ERA</u>				
4.	Id-ul-Fitr	March 31	Chaitra 10	Monday
5.	Mahavir Jayanti	April 10	Chaitra 20	Thursday
6.	Good Friday	April 18	Chaitra 28	Friday
7.	Budha Purnima	May 12	Vaisakha 22	Monday
8.	Id-ul-Zuha (Bakrid)	June 07	Jyaishta 17	Saturday
9.	Muharram	July 06	Ashadha 15	Sunday
10.	Independence Day	August 15	Sravana 24	Friday
11.	Janmashtami	August 16	Sravana 25	Saturday
12.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)	September 05	Bhadra 14	Friday
13.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Thursday
14.	Dussehra	October 02	Asvina 10	Thursday
15.	Diwali (Deepavali)	October 20	Asvina 28	Monday
16.	Guru Nanak's Birthday	November 05	Kartika 14	Wednesday
17.	Christmas Day	December 25	Pausha 04	Thursday



LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2025 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S. No	Holiday	Date	Saka Date	Day
1946 SAKA ERA				
1.	New Year's Day	January 01	Pausha	11 Wednesday
2.	Guru Gobind Singh's Birthday	January 06	Pausha	16 Monday
3.	Makar Sankranti/Magha Bihu/Pongal/ Hazarat Ali's Birthday	January 14	Pausha	24 Tuesday
4.	Basant Panchami /Sri Panchami	February 02	Magha	13 Sunday
5.	Guru <u>Ravi Das</u> 's Birthday	February 12	Magha	23 Wednesday
6.	Shiva ji Jayanti	February 19	Magha	30 Wednesday
7.	Birthday of Swami Dayananda Saraswati	February 23	Phalguna	04 Sunday
8.	Holika Dahan	March 13	Phalguna	22 Thursday
9.	Dolyatra	March 14	Phalguna	23 Friday
1947 SAKA ERA				
10.	Jamat-UI-Vida	March 28	Chaitra	07 Friday
11.	Chaitra Suktadi /Gudi Padava/Ugadi/ Cheti Chand	March 30	Chaitra	09 Sunday
12.	Ram Navmi	April 06	Chaitra	16 Sunday
13.	Vaisakhi /Vishu	April 13	Chaitra	23 Sunday
14.	Meshadi (Tamil New Year's Day)	April 14	Chaitra	24 Monday
15.	Vaisakhadi (Bengal) / Bahag Bihu (Assam)	April 15	Chaitra	25 Tuesday
16.	Easter Sunday	April 20	Chaitra	30 Sunday
17.	Guru Rabindranath's birthday	May 09	Vaisakha	19 Friday
18.	Rath Yatra	June 27	Ashadha	06 Friday
19.	Raksha Bandhan	August 09	Sravana	18 Saturday
20.	Parsi New Year's day/Nauraj	August 15	Sravana	24 Friday

(Signature)

21.	Janmashtami (Smarta)	August	15	Sravana	24	Friday
22.	Ganesh Chaturthi/Minayaka Chaturthi	August	27	Bhadra	05	Wednesday
23.	Onam or Thiru Onam Day	September	05	Bhadra	14	Friday
24.	Dussehra (Saptami)	September	29	Asvina	07	Monday
25.	Dussehra (Mahashtami)	September	30	Asvina	08	Tuesday
26.	Dussehra (Mahanavmi)	October	01	Asvina	09	Wednesday
27.	Maharishi Valmiki's Birthday	October	07	Asvina	15	Tuesday
28.	Karaka Chaturthi (KarwaChouth)	October	10	Asvina	18	Friday
29.	Naraka Chaturdasi	October	20	Asvina	28	Monday
30.	Govardhan Puja	October	22	Asvina	30	Wednesday
31.	Bhai Duj	October	23	Kartika	01	Thursday
32.	Pratihar Shashthi or Surya Shashthi (Chhat Puja)	October	28	Kartika	06	Tuesday
33.	Guru Teg Bahadur's Martyrdom Day	November	24	Agrahayana	03	Monday
34.	Christmas Eve	December	24	Pausha	03	Wednesday

