

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.

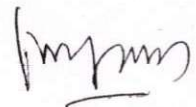
It has been decided that the holidays, as specified in the **Annexure -I** to this O.M., will be observed in all the Administrative Offices of the Central Government located at Delhi/New Delhi during the year 2025. In addition, each employee will also be allowed to avail himself/herself of any two holidays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

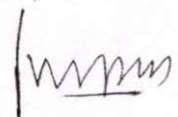
5.1 For offices in Delhi / New Delhi, any change in the date of holidays in respect of Idu'l Fitr, Idu'l Zuha, Muharram and Id-e-Milad, if necessary, depending upon sighting of the Moon, would be declared by the Ministry of Personnel, Public Grievances and Pensions, after ascertaining the position from 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.

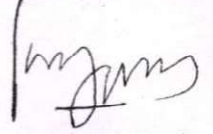


8. Union Territory Administrations shall decide the list of holidays in terms of Instructions issued in this regard by the Ministry of Home Affairs.

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

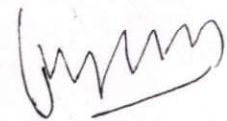
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To

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 Ravi Das'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-Ul-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 |

(Signature)

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| 21. | Janmashtami (Smarta) | 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 (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. | Pratihara 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 |

