



# रक्षा लेखा महानियंत्रक,

उलान बटार रोड़, पालम, दिल्ली छावनी-110010

Controller General of Defence Accounts,

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665703 Fax: 011-25674806, 25674821 email: [aniii.cgda@nic.in](mailto:aniii.cgda@nic.in)



फा. सं. प्रशासन समन्वय/3011/अवकाश/2021 दिनांक 18.06.2020

सेवा में,

प्रधान लेखा नियंत्रक (फैक्टरी)

समस्त र.ले.प्र.नि./प्र.ए.वि.स./ ए.वि.स.

र.ले.नि./वि.एवं ले.नि.(फै.)/क्षेत्रीय प्रशिक्षण केंद्र।

**विषय: वर्ष 2021 के दौरान भारत सरकार के कार्यालयों में रखी जाने वाली छुट्टियाँ ।**

भारत सरकार, कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय (कार्मिक और प्रशिक्षण विभाग) के उपर्युक्त विषयक कार्यालय ज्ञापन फा. सं. 12/9/2020-जेसीए-2 दिनांक 10 जून 2020 की प्रति सूचना एवं आवश्यक कार्रवाई हेतु प्रेषित की जा रही है (संलग्न)।

2. छुट्टियों का कार्यालय आदेश भाग- II अधिसूचित करते समय एक प्रति मुख्यालय कार्यालय को भी प्रेषित करें।

25/6

(राजीव रंजन कुमार)

रक्षा लेखा उप महानियंत्रक (प्रशा)

प्रतिलिपि:-

1. प्रशासन-IV (स्थानीय) सूचनार्थ एवं आवश्यक कार्रवाई हेतु।
2. सूचना प्रौद्योगिकी एवं प्रणाली विंग (स्थानीय) रक्षा लेखा महानियंत्रक की वेबसाइट पर अपलोड करने हेतु।

(राजीव रंजन कुमार)

रक्षा लेखा उप महानियंत्रक (प्रशा)

F.No.12/9/2020-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 10<sup>th</sup> June, 2020

**OFFICE MEMORANDUM**

**Subject: Holidays to be observed in Central Government Offices during the year 2021- 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 2021. 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. In addition to the above 14 Compulsory holidays mentioned in para 2, three holidays shall 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 barring a few exceptions indicated at para 5.1 and 5.2 here in after.

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 / 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 festivals 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 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.L.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 2021, Diwali (Deepavali) falls on Thursday, November 4, 2021 (Kartika 13). 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 2021, 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 13(Thirteen) holidays of their own only after including in the list, three National Holidays and Mahavir Jayanti, Independence Day, Mahatma Gandhi's birthday 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.

H  
(S.P. Pant)  
Deputy Secretary to the Govt. of India  
☎ 2309 4678

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

LIST OF HOLIDAYS DURING THE YEAR 2021 FOR ADMINISTRATIVE OFFICES OF  
CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S.No.	Holiday	Date	Saka Date	Day
<b>1942 SAKA ERA</b>				
1.	Republic Day	January 26	Magha 06	Tuesday
2.	Holi	March 29	Chaitra 08	Monday
<b>1943 Saka Era</b>				
3.	Good Friday	April 02	Chaitra 12	Friday
4.	Ram Navami	April 21	Vaisakha 01	Wednesday
5.	Mahavir Jayanti	April 25	Vaisakha 05	Sunday
6.	Id-ul-Fitr	May 14	Vaisakha 24	Friday
7.	Budha Purnima	May 26	Jyaishtha 05	Wednesday
8.	Id-ul-Zuha (Bakrid)	July 21	Ashadha 30	Wednesday
9.	Independence Day	August 15	Sarvana 24	Sunday
10.	Muharram	August 19	Sarvana 28	Thursday
11.	Janmashtami	August 30	Bhadra 08	Monday
12.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Saturday
13.	Dussehra	October 15	Asvina 23	Friday
14.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)	October 19	Asvina 27	Tuesday
15.	Diwali (Deepavali)	November 04	Kartika 13	Thursday
16.	Guru Nanak's Birthday	November 19	Kartika 28	Friday
17.	Christmas Day	December 25	Pausha 04	Saturday

**LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2021 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI**

S.No	Holiday	Date	Saka Date	Day
<b>SAKA ERA 1942</b>				
1.	New Year's Day	January 01	Pausha 11	Friday
2.	Lohri	January 13	Pausha 23	Wednesday
3.	Makar Sankranti/Magha Bihu/ Pongal	January 14	Pausha 24	Thursday
4.	Guru Gobind Singh's Birthday	January 20	Pausha 30	Wednesday
5.	Basant Panchami /Sri Panchami	February 16	Magha 27	Tuesday
6.	Shivaji Jayanti	February 19	Magha 30	Friday
7.	Hazarat Ali's Birthday	February 26	Phalguna 07	Friday
8.	Guru Ravi Das's Birthday	February 27	Phalguna 08	Saturday
9.	Swami Dayananda Saraswati Jayanti	March 08	Phalguna 17	Monday
10.	Maha Shivaratri	March 11	Phalguna 20	Thursday
<b>SAKA ERA 1943</b>				
11.	Holika Dahan/Dolyatra	March 28	Chaitra 07	Sunday
12.	Easter Sunday	April 04	Chaitra 14	Sunday
13.	Chaitra Suktadi / Gudi Padava / Ugadi / Cheti Chand / Vaisakhi / Vishu	April 13	Chaitra 23	Tuesday
14.	Mesadi Tamil New Year's Day	April 14	Chaitra 24	Wednesday
15.	Vaisakhadi (Bengal) / Bahag Bihu (Assam)	April 15	Chaitra 25	Thursday
16.	Jamat-Ul-Vida	May 07	Vaisakha 17	Friday
17.	Guru Rabindranath's birthday	May 09	Vaisakha 19	Sunday
18.	Rath Yatra	July 12	Ashadha 21	Monday
19.	Parsi New Year's day/Nauraj	August 16	Sravana 25	Monday
20.	Onam or Thiru Onam Day	August 21	Sravana 30	Saturday
21.	Raksha Bandhan	August 22	Sarvana 31	Sunday

22.	Janmashtami (Smarta)	August	30	Bhadra	08	Monday
23.	Vinayaka Chaturthi/ Ganesh Chaturthi	September	10	Bhadra	19	Friday
24.	Dussehra (Saptami)	October	12	Asvina	20	Tuesday
25.	Dussehra (Mahashtami)	October	13	Asvina	21	Wednesday
26.	Dussehra (Mahanavmi)	October	14	Asvina	22	Thursday
27.	Maharishi Valmiki's Birthday	October	20	Asvina	28	Wednesday
28.	Karaka Chaturthi (Karwa Chouth)	October	24	Kartika	02	Sunday
29.	Naraka Chaturdasi	November	03	Kartika	12	Wednesday
30.	Govardhan Puja	November	05	Kartika	14	Friday
31.	Bhai Duj	November	06	Kartika	15	Saturday
32.	Pratihara Shashthi or Surya Shashthi (Chhat Puja)	November	10	Kartika	19	Wednesday
33.	Guru Teg Bahadur's Martyrdom Day	November	24	Agrahayana	03	Wednesday
34.	Christmas Eve	December	24	Pausha	03	Friday