F.No.12/5/2021-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 8th June, 2021

OFFICE MEMORANDUM

Subject: Holidays to be observed in Central Government Offices during the year 2022- 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 2022. 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 2022, Diwali (Deepavali) falls on Monday, October24, 2022(Kartika2). 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 2022, 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 13 (Thirteen) holidays of their own only after including in the list, three National Holidays and Id-ul-Zuha, Mahatma Gandhi's birthday, Milad –un-Nabi or Id-e-Milad and Christmas Day 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.

(S.P. Pant)
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)

ANNEXURE-I

LIST OF HOLIDAYS DURING THE YEAR 2022 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S.No.	Holiday	Date	Saka Date	Day
		1943 SAKA ERA		
1.	Republic Day	January 26	Magha 06	Wednesday
2.	Maha Shivratri	March 01	Phalguna 10	Tuesday
3.	Holi	March 18	Phalguna 27	Friday
		1944 Saka Era		
4.	Mahavir Jayanti	April 14	Chaitra 24	Thursday
5.	Good Friday	April 15	Chaitra 25	Friday
6.	Id-ul-Fitr	May 03	Vaisakha 13	Tuesday
7.	Budha Purnima	May 16	Vaisakha 26	Monday
8.	Id-ul-Zuha (Bakrid)	July 10	Ashadha 19	Sunday
9.	Muharram	August 09	Sarvana 18	Tuesday
10.	Independence Day	August 15	Sarvana 24	Monday
11.	Janmashtami	August 19	Sarvana 28	Friday
12.	Mahatma Gandhi's Birthday	October 02	Asvina 10	Sunday
13.	Dussehra	October 05	Asvina 13	Wednesday
14.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)	October 09	Asvina 17	Sunday
15.	Diwali (Deepavali)	October 24	Kartika 02	Monday
16.	Guru Nanak's Birthday	November 08	Kartika 17	Tuesday
17	Christmas Day	December 25	Pausha 04	Sunday

ANNEXURE-II

LIST OF RESTRICTED HOLIDAYS DURING THE YEAR 2022 FOR ADMINISTRATIVE OFFICES OF CENTRAL GOVERNMENT LOCATED AT DELHI / NEW DELHI

S.No	Holiday	Date	Saka Date	Day
		SAKA ERA 1943		
1.	New Year's Day	January 01	Pausha 11	Saturday
2.	Guru Gobind Singh's Birthday	January 09	Pausha 19	Sunday
3.	Lohri	January 13	Pausha 23	Thursday
4	Makar Sankranti/Magha Bihu/ Pongal	January 14	Pausha 24	Friday
5.	Basant Panchami /Sri Panchami	February 05	Magha 16	Saturday
6.	Hazarat Ali's Birthday	February 15	Magha 26	Tuesday
7.	Guru Ravi Das's Birthday	February 16	Magha 27	Wednesday
8	Shiva ji Jayanti	February 19	Magha 30	Saturday
9.	Swami Dayananda Saraswati Jayanti	February 26	Phalguna 07	Saturday
10.	Holika Dahan	March 17	Phalguna 26	Thursday
11.	Dolyatra	March 18	Phalguna 27	Friday
		Saka Era 1944		
12.	Chaitra Sukladi /Gudi Padava/Ugadi/ Cheti Chand	April 02	Chaitra 12	Saturday
13.	Ram Navami	April 10	Chaitra 20	Sunday
14.	Vaisakhi /Vishu/ Meshadi	April 14	Chaitra 24	Thursday
15.	Vaisakhadi (Bengal) / Bahag Bihu (Assam)	April 15	Chaitra 25	Friday
16.	Easter Sunday	April 17	Chaitra 27	Sunday
17.	Jamat-Ul-Vida	April 29	Vaisakha 09	Friday
18.	Guru Rabindranath's birthday	May 09	Vaisakha 19	Monday
19.	Rath Yatra	July 01	Ashadha 10	Friday
20.	Raksha Bandhan	August 11	Sarvana 20	Thursday
21.	Parsi New Year's day/Nauraj	August 16	Sravana 25	Tuesday
22.	Janmashtami (Smarta)	August 18	Sravana 27	Thursday
23.	Vinayaka Chaturthi/ Ganesh Chaturthi	August 31	Bhadra 09	Wednesday

24.	Onam or Thiru Onam Day	September	08	Bhadra	17	Thursday
25.	Dussehra (Saptami)	October	02	Asvina	10	Sunday
26.	Dussehra (Mahashtami)	October	03	Asvina	11	Monday
27.	Dussehra (Mahanavmi)	October	04	Asvina	12	Tuesday
28.	Maharishi Valmiki's Birthday	October	09	Asvina	17	Sunday
29.	Karaka Chaturthi (KarwaChouth)	October	13	Asvina	21	Thursday
30.	Naraka Chaturdasi	October	24	Kartika	02	Monday
31.	Govardhan Puja	October	25	Kartika	03	Tuesday
32.	Bhai Duj	October	26	Kartika	04	Wednesday
33.	PratiharShashthi or Surya Shashthi (Chhat Puja)	October	30	Kartika	08	Sunday
34.	Guru Teg Bahadur's Martyrdom Day	November	24	Agrahayana	03	Thursday
35.	Christmas Eve	December	24	Pausha	03	Saturday
36.	Guru Gobind Singh's Birthday	December	29	Pausha	08	Thursday