

## PANJAB UNIVERSITY, CHANDIGARH

**LIST OF HOLIDAYS** for the calendar year 2021 to be observed by the Administrative Offices, University Teaching/Non-Teaching departments and colleges affiliated to the Panjab University, Chandigarh.

<b>S.No.</b>	<b>Name of the Holiday</b>	<b>Date/s</b>	<b>Day/s</b>
<b>All Saturdays (except in colleges)</b>			
<b>All Sundays</b>			
<b>Other Holidays:</b>			
1.	Birthday of Sri Guru Gobind Singh Ji	January 20	Wednesday
2.	Republic Day	January 26	Tuesday
3.	Guru Ravi Dass Jayanti	February 27	Saturday
4.	Mahashivratri	March 11	Thursday
5.	Shahidi Divas of S. Bhagat Singh Ji	March 23	Tuesday
6.	Holi	March 29	Monday
7.	Good Friday	April 02	Friday
8.	Baisakhi	April 13	Tuesday
9.	Ambedkar Jayanti	April 14	Wednesday
10.	Ram Naumi	April 21	Wednesday
11.	Mahavir Jayanti	April 25	Sunday
12.	Parshuram Jayanti and Id-ul-Fitr	May 14	Friday
13.	Martyrdom Day of Sri Guru Arjun Dev ji	June 14	Monday
14.	Id-ul- Zuha (Bakrid)	July 21	Wednesday
15.	Independence Day	August 15	Sunday
16.	Muharram	August 19	Thursday
17.	Janam Ashtami	August 30	Monday
18.	Mahatama Gandhi Jayanti	October 02	Saturday
19.	Agarsain Jayanti	October 07	Thursday
20.	Dusshera	October 14 October 15	Thursday Friday
21.	Birthday of Maharishi Balmiki Ji	October 20	Wednesday
22.	Birthday of Sri Guru Ram Dass ji	October 22	Friday
23.	Diwali	November 04 November 05	Thursday Friday
24.	Birthday of Sri Guru Nanak Dev Ji	November 19	Friday
25.	Martyrdom Day of Sri Guru Teg Bahadur Ji	December 08	Wednesday
26.	Christmas Day	December 25	Saturday

1. The Teaching Departments (including Non-Teaching Staff) and Administrative Offices of the University will open at 11.00 a.m. instead of 9.00 a.m. on account of **Raksha Bandan and Bhai Dooj** as and when these occasions fall.
2. The Women employees of the University who are to observe **Karva Chauth** as and when this falls are allowed to leave the office at 2.00 p.m under an intimation to the respective Chairperson/Head of the Department/Branch/Office.
3. The Panjab University employees working in the teaching Departments or Administrative Offices, who wish to participate in religious processions/Nagar Kirtans to be taken out in the city on the eve of the various religious occasions, may join the procession after obtaining half day restricted holiday (second half) for this purpose.

For availing of the restricted holidays (maximum five half days), the employees are required to give their choice to their respective Chairperson/Head of the Department/Branch/Office in a Proforma (attached) latest by 23.7.2021. The Chairperson/Head of the Department/Branch/Office, in turn, shall send the signed Proforma to the Dean University Instruction in the case of employees working in the teaching departments and to the Registrar in the case of employees working in other Offices/Non-Teaching departments/Branches latest by 31.7.2021. They shall enforce it strictly. The Chairperson/Head of the Departments/Branches/Offices shall make arrangements for the emergent work of the person/s who take half day restricted holiday.

The Chairperson/Head should also ensure that the choices so given are such that the working of the office shall not come to a halt.

**SAMPLE PROFORMA FOR HALF DAY'S RESTRICTED HOLIDAYS TO JOIN RELIGIOUS PROCESSIONS/NAGAR KIRTANS.**

**Name of the Department/Branch/Office**

S.No.	Name of the Employee	Designation	Choice of 5 half days Restricted holidays	Signatures

Date\_\_\_\_\_

Signature of Chairperson/Head

**NOTE:** Separate proforma be filled in the case of Teaching/Non-Teaching Employees and sent to the Dean of University Instruction/Registrar.

No.7786-7487/GM

Dated: 29.12.2020

Copy of the above is forwarded to the Chairpersons/Heads of all the Teaching/Non teaching Departments/Branches/Offices/ P.U. Construction Office / P.U. Health Centre /VVBIS & IS Hoshiarpur, Teachers Holidays Homes Shimla/Dalhousie, P.U. Extension Library Ludhiana/ P.U Regional Centres Ludhiana/Hoshiarpur and Muktsar for information and necessary action.

Sd/-  
Assistant Registrar (General)