

PANJAB UNIVERSITY CHANDIGARH

List of holidays for the calendar year 2017 to be observed by the Administrative Offices, University Teaching/Non-Teaching departments and colleges affiliated to the Panjab University, Chandigarh.

S.No.	Name of the Holiday	Date/s	Day/s
All Saturdays (except in colleges)			
All Sundays			
Other Holidays:			
1.	Birthday of Sri Guru Gobind Singh Ji	January 05	Thursday
2.	Republic Day	January 26	Thursday
3.	Guru Ravi Dass Jayanti	February 10	Friday
4.	Mahashivratri	February 24	Friday
5.	Holi	March 13	Monday
6.	Shahidi Divas of S. Bhagat Singh Ji	March 23	Thursday
7.	Ram Naumi	April 04	Tuesday
8.	Mahavir Jayanti	April 09	Sunday
9.	Baisakhi	April 13	Thursday
10.	Good Friday/Ambedkar Jayanti	April 14	Friday
11.	Parshuram Jayanti	April 28	Friday
12.	Martyrdom Day of Sri Guru Arjun Dev	June 16	Friday
13.	Id-ul-Fitr	June 26	Monday
14.	Independence Day/ Janam Ashtami	August 15	Tuesday
15.	Id-ul- Zuha (Bakrid)	September 02	Saturday
16.	Agarsain Jayanti	September 21	Thursday
17.	Dusshera	September 30	Saturday
18.	Dusshera/Muharram	October 01	Sunday
19.	Mahatama Gandhi Jayanti	October 02	Monday
20.	Birthday of Maharishi Balmiki Ji	October 05	Thursday
21.	Birthday of Guru Ram Dass ji	October 09	Monday
22.	Diwali	October 18 October 19	Wednesday Thursday
23.	Birthday of Sri Guru Nanak Dev Ji	November 04	Saturday
24.	Martyrdom Day of Sri Guru Teg Bahadur Ji	November 24	Friday
25.	Christmas Day	December 25	Monday

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 23.1.2017. 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 31.1.2017. 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. _____/GM

Dated: _____

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 Muksar for information and necessary action.

Assistant Registrar (General)

