# PANJAB UNIVERSITY CHANDIGARH

**REVISED LIST OF HOLIDAYS** for the calendar year 2020 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:**

| S.No. | Name of the Holiday | Date/s | Day/s |
|---|---|---|---|
| 1. | **Birthday of Sri Guru Gobind Singh Ji** | **January 2** | **Thursday** |
| 2. | Republic Day | January 26 | Sunday |
| 3. | Guru Ravi Dass Jayanti | February 9 | Sunday |
| 4. | Mahashivratri | February 21 | Friday |
| 5. | Holi | March 10 | Tuesday |
| 6. | Shahidi Divas of S. Bhagat Singh Ji | March 23 | Monday |
| 7. | Ram Naumi | April 2 | Thursday |
| 8. | Mahavir Jayanti | April 6 | Monday |
| 9. | Good Friday | April 10 | Friday |
| 10. | Baisakhi | April 13 | Monday |
| 11. | Ambedkar Jayanti | April 14 | Tuesday |
| 12. | **Parshuram Jayanti** | **April 26** | **Sunday** |
| 13. | **Id-ul-Fitr** | **May 25** | **Monday** |
| 14. | Martyrdom Day of Sri Guru Arjun Dev | May 26 | Tuesday |
| 15. | **Id-ul- Zuha (Bakrid)** | **August 1** | **Saturday** |
| 16. | **Janam Ashtami** | **August 12** | **Wednesday** |
| 17. | Independence Day | August 15 | Saturday |
| 18. | Muharram | August 30 | Sunday |
| 19. | Mahatama Gandhi Jayanti | October 2 | Friday |
| 20. | Agarsain Jayanti | October 17 | Saturday |
| 21. | Dusshera | October 25 | Sunday |
| | | October 26 | Monday |
| 22. | Birthday of Maharishi Balmiki Ji | October 31 | Saturday |
| 23. | Birthday of Sri Guru Ram Dass ji | November 2 | Monday |
| 24. | Diwali | November 13 | Friday |
| | | November 14 | Saturday |
| 25. | Birthday of Sri Guru Nanak Dev Ji | November 30 | Monday |
| 26. | Martyrdom Day of Sri Guru Teg Bahadur Ji | December 19 | Saturday |
| 27. | Christmas Day | December 25 | Friday |

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 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 23.7.2020. 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 31.7.2020. 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.   17768-867/GM                                   Dated: 31.12.2019

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)