



Circular No. 09 /2016

Dated. 06 .04.2016

In continuation to this office Circular No.21/2015 dated.14.11.2015, it is hereby notified for information that the following festivals / occasions in the year 2016 is now included in the **para 2 of the Notes** of the Circular No.21/2015 dated.14.11.2015, fall on Sunday which are public holidays under N.I Act and hence have not been included in the list of holidays.


May Day	01 st May, Sunday
Birth Day of Rabindra Nath Tagore	08 th May, Sunday
Birth Day of Gandhiji	02 nd October, Sunday
Astami of Durgapuja	09 th October, Sunday
Christmas Day	25 th December, Sunday

Notes:

1.Sundays are holidays under the Negotiable Instruments Act.

2.It may happen that the change in the date of ID-UL-Fitre, ID-Ud-Zoha, Muharram, Fateha-Dwaz-Daham, Sab-e-Barat has to be notified at a very short notice. In such a situation, announcement would be made through T.V / A.I.R / News papers and Head of Department / Offices of the Company may take action accordingly to such announcements without waiting for formal order about the change of date.

3.No substitute holiday should be allowed if any of the festival-holidays initially notified 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.

 05-04-2016

(S.K.Das)

Director(HR&A)