



राष्ट्रीय प्रौद्योगिकी संस्थान, दुर्गापुर
NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR
MAHATMA GANDHI AVENUE, DURGAPUR-713209
West Bengal, INDIA, www.nitdgp.ac.in
(An Autonomous Institution of the Govt. of India under MHRD)

No. NITD/Estt/2301/2017

Date: 05.12.2017

CIRCULAR

The Institute will observe the following Holiday during the Calendar Year-2018

INSTITUTE HOLIDAYS: 2018

Sl.No	Name of Holidays	Date(s)	Day(s) of the week	No. of Days
1.	Basant Panchami	22.01.2018	Monday	01
2.	Republic Day	26.01.2018	Friday	01
3.	Holi	02.03.2018	Friday	01
4.	Mahavir Jayanti	29.03.2018	Thursday	01
5.	Good Friday	30.03.2018	Friday	01
6.	Buddha Purnima	30.04.2018	Monday	01
7.	Idul Fitr*	16.06.2018	Saturday	01
8.	Independence Day	15.08.2018	Wednesday	01
9.	Id-ul-Zuha (Bakrid)*	22.08.2018	Wednesday	01
10.	Muharram*	21.09.2018	Friday	01
11.	Mahatma Gandhi's Birthday	02.10.2018	Tuesday	01
12.	Additional Day for Dussehra	18.10.2018	Thursday	01
13.	Dussehra (Vijay Dashmi)	19.10.2018	Friday	01
14.	Diwali (Deepavali)	07.11.2018	Wednesday	01
15.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)*	21.11.2018	Wednesday	01
16.	Guru Nank's Birthday	23.11.2018	Friday	01
17.	Christmas Day	25.12.2018	Tuesday	01

*May be changed as per appearance of Moon.

LIST OF RESTRICTED HOLIDAYS: 2018

Sl.No	Name of Holidays	Date(s)	Day(s) of the week	No. of Days
1.	New Year's Day	01.01.2018	Monday	01
2.	Makar Sankranti	14.01.2018	Sunday	01
3.	Pongal	14.01.2018	Sunday	01
4.	Guru Ravidas's Birthday	31.01.2018	Wednesday	01
5.	Swami Dayananda Saraswati Jayanti	10.02.2018	Saturday	01
6.	Shivaji Jayanti	19.02.2018	Monday	01
7.	Holika Dahan/Doljatra	01.03.2018	Thursday	01
8.	Chaitra Suktadi/Gudi Padava/Ugadi/Cheti Chand	18.03.2018	Sunday	01
9.	Ram Navami	25.03.2018	Sunday	01
10.	Easter Sunday	01.04.2018	Sunday	01
11.	Hazarat Ali's Birthday	01.04.2018	Sunday	01
12.	Vaisakhi/Vishu/ Mesadi	14.04.2018	Saturday	01
13.	Vaisakhadi (Bengal) / Bahag Bihu (Assam)	15.04.2018	Sunday	01
14.	Guru Rabindranath's Birthday	09.05.2018	Wednesday	01
15.	Jamat-ul-Vida	15.06.2018	Friday	01
16.	Rath Yatra	14.07.2018	Saturday	01
17.	Parsi New Year's day / Nauroz	17.08.2018	Friday	01
18.	Onam or Thiru Onam Day	25.08.2018	Saturday	01
19.	Raksha Bandhan	26.08.2018	Sunday	01

Cont ...2

20.	Vinayaka Chaturthi / Ganesh Chaturthi	13.09.2018	Thursday	01
21.	Dussehra (Maha Saptami) (Additional)	16.10.2018	Tuesday	01
22.	Dussehra (Maha Ashtami) (Additional)	17.10.2018	Wednesday	01
23.	Maharishi Valmiki's Birthday	24.10.2018	Wednesday	01
24.	Karaka Chaturthi (Karva Chouth)	27.10.2018	Saturday	01
25.	Deepavali (South India)	06.11.2018	Tuesday	01
26.	Naraka Chaturdasi	06.11.2018	Tuesday	01
27.	Gobardhan Puja	08.11.2018	Thursday	01
28.	Bhai Duj	09.11.2018	Friday	01
29.	Pratihara Sashthi or Surya Sashthi (Chhat Puja)	13.11.2018	Tuesday	01
30.	Guru Teg Bahadur's Martyrdom Day	24.11.2018	Saturday	01
31.	Christmas Eve	24.12.2018	Monday	01

1. Individual may avail 02 (two) days of restricted Holyday from the above list in the Calendar Year 2018.
2. Each head of the Department/Section are requested to maintain a record (in a Register) of Casual leave & Restricted Holydays of each individual for future reference. The record may be maintained in the following format.

Name of the Employee:.....

Designation :.....

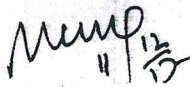
**For the year 2018
CASUAL LEAVE**

Sl. No	Date		No. of days applied /availed in 2018	Prefix	Suffix	No. of days balance in Year 2018	Remarks	Signature of HOD
	From	To						

RESTRICTED HOLIDAYS (Maximum 02 days in a year)

Sl. No	Date		No. of days applied /availed in 2018	Prefix	Suffix	Occasion	No. of days balance in Year 2018	Remarks	Signature of HOD
	From	To							

This issue with the approval from the competent authority of the Institute


Registrar(I/C)

- i. Director Secretariat
- ii. Registrar Secretariat
- iii. All Head of Department/Section- for circulation amongst all the faculty and staff members.
- iv. File copy


Dy. Registrar (Establishment)