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Ghani Khan Choudhury Institute of Engineering & Technology

(Centrally funded Institute and Established by Ministry of H.R.D., Govt. of India.)

Office: GKCIET, Vill & Post: Kotwali, Dist.: Malda, Pin- 732144, West Bengal

Memo No: *GKCIET/420*

Date: *18/1/2017*

CIRCULAR

The Institute will observe the following Holiday during the Calendar Year-2017

INSTITUTE HOLIDAYS: 2017

SL. No	Name of Holidays	Date(s)	Day(s) of the week	NO. of Days
1.	Republic Day	26.01.2017	Thursday	01
2.	Basant Panchami/Sri Panchami	01.02.2017	Wednesday	01
3.	Holi	13.03.2017	Monday	01
4.	Mahavir Jayanti	09.04.2017	Sunday	01
5.	Good Friday	14.04.2017	Friday	01*
6.	Buddha Purnima	10.05.2017	Wednesday	01
7.	Idul Fitr*	26.06.2017	Monday	01
8.	Independence Day	15.08.2017	Tuesday	01
9.	Id-UI-Zuha (Bakrid)*	02.09.2017	Saturday	01
10.	Dussehra (Maha Navmi)	29.09.2017	Friday	01
11.	Dussehra (Vijay Dashmi)	30.09.2017	Saturday	01
12.	Muharram*	01.10.2017	Sunday	01
13.	Mahatma Gandhi's Birthday	02.10.2017	Monday	01
14.	Diwali (Deepavali)	19.10.2017	Thursday	01
15.	Guru Nanak's Birthday	04.11.2017	Saturday	01
16.	Milad-un-Nabi or Id-e-Milad (Birthday of Prophet Mohammad)*	02.12.2017	Saturday	01
17.	Christmas Day	25.12.2017	Monday	01

*May be changed as per appearance of the Moon.

LIST OF RESTRICTED HOLIDAYS (RH): 2017

SL. NO	Name of Holidays	Date(s)	Day(s) of the Week	No. of Days
1.	New Year's Day	01.01.2017	Sunday	01
2.	Guru Govind Singh's Birthday	05.01.2017	Thursday	01
3.	Makar Sankranti	14.01.2017	Saturday	01
4.	Pongal	14.01.2017	Saturday	01
5.	Guru Ravidas's Birthday	10.02.2017	Friday	01

6.	Shivaji Jayanti	19.02.2017	Sunday	01
7.	Swami Dayananda Saraswati Jayanti	21.02.2017	Tuesday	01
8.	Maha Shivratri	24.02.2017	Friday	01
9.	Holika dahan/Doljatra	12.03.2017	Sunday	01
10.	Chaitra Sukladi/Gudi Padava/Ugadi/Cheti Chand	28.03.2017	Tuesday	01
11.	Ram Navami	04.04.2017	Tuesday	01
12.	Hazarat Ali's Birthday	11.04.2017	Tuesday	01
13.	Vaisakhi/Vishu	13.04.2017	Thursday	01
14.	Mesadi	14.04.2017	Friday	01
15.	Vaisakhadi(Bengal)/Bahag Bihu(Assam)	15.04.2017	Saturday	01
16.	Easter Sunday	16.04.2017	Sunday	01
17.	Guru Rabindranth's Birthday	09.05.2017	Tuesday	01
18.	Jamat-ul-Vida	23.06.2017	Friday	01
19.	Rath Yatra	25.06.2017	Sunday	01
20.	Raksha Bandhan	07.08.2017	Monday	01
21.	Janamashtami (Vaishnavi)	15.08.2017	Tuesday	01
22.	Parsi New Year's Day/Nauroz	17.08.2017	Thursday	01
23.	Vinayaka Chaturthi/Ganesh Chaturthi	25.08.2017	Friday	01
24.	Onam	04.09.2017	Monday	01
25.	Dussehra (Maha Saptami) (Additional)	27.09.2017	Wednesday	01
26.	Dussehra (Maha Ashtami) (Additional)	28.09.2017	Thursday	01
27.	Maharishi Balmiki's Birthday	05.10.2017	Thursday	01
28.	Karaka Chaturthi (Karva Chouth)	08.10.2017	Sunday	01
29.	Deepavali (South India)	18.10.2017	Wednesday	01
30.	Naraka Chaturdashi	18.10.2017	Wednesday	01
31.	Gobardhan Puja	20.10.2017	Friday	01
32.	Bhai Duj	21.10.2017	Saturday	01
33.	Pratihara Shashti or Surya Sasthi (Chhat Puja)	26.10.2017	Thursday	01
34.	Guru Teg Bahadur's Martyrdom day	24.11.2017	Friday	01
35.	Christmas Eve	24.12.2017	Sunday	01

1. Individual may avail 02 (two) days of Restricted Holiday from the above list in the Calendar Year 2017.
2. Each Head of the Department/Section are requested to maintain a record (in a register) of Casual Leave & Restricted Holidays of each individual for future reference. The record may be maintained in the following format:

Name of the Employee:.....
Designation :.....

For The Year 2017
CASUAL LEAVE

Sl. No	Date	No. of days applied/availed in 2017	Prefix	Suffix	No. of days balance in year 2017	Remarks	Signature of HoD/HoS
	From To						

RESTRICTED HOLIDAYS (Maximum 02 days in a year)

Sl. No	Date	No. of days applied/availed in 2017	Prefix	Suffix	No. of days balance in year 2017	Remarks	Signature of HoD/HoS
	From To						

This issue with the approval of the competent authority.



REGISTRAR
NIT, Durgapur
(Mentor Institute of GKCIET)

Copy Forwarded to:

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2. PIC Cell
3. Admin & Establishment Section
4. All HoD/HoS- for circulation amongst the Faculties and Staff Member Under their control.
5. System Manager – for uploading in the Institute website @ www.gkciет.ac.in
6. File Copy