

Eastern Railway
Sealdah

No. EG.96/0 /Vol. V

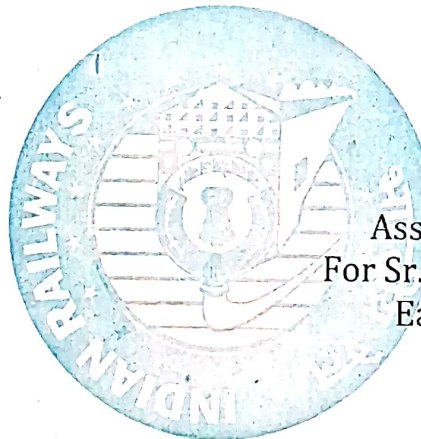
Date :- 27/05/2025.

All concerned.

Sub:-Intimation of Holidays for the year 2025.

Ref:-Dy.CMM(D)/ER/Howrah's letter no-P/Estt/17A/2025/22 dated:13.03.2025

Enclosed please find herewith a copy of Dy.CMM(D)/ER/Howrah's letter under reference for information , guidance and necessary action please



27/5/25

(Ruma Auddy)
Assistant Personnel Officer
For Sr. Divisional personnel Officer
Eastern Railway , Sealdah

EASTERN RAILWAY
Printing & Stationery Department

No. P/Estt/17A/2025/22

DRM
SDAH/HWH/ASN/MLDT
Eastern Railway

Dt. 13/03/2025.

म.मं.रे.प्र./हंका
ADRM/Inf

व.मं.सा.प्र.
Sr.DMM

व.मं.का.व.
Sr.DPO

Sub : Intimation of Holidays for the year 2025.

Ref : Dy.CMM(D)/ER/HWH's O.O.No.P23E/Pt.VI/91
Dt. 13.03.2025.

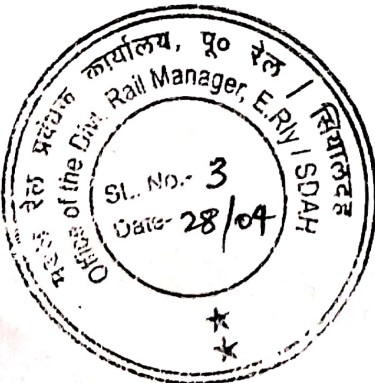
Please find the enclosed referred letter which is self explicit regarding Holidays & full working days of 14 Saturdays which are observed in Forms & Stationery Depot/ER/HWH for the year 2025.

D.A. As above

Asst. Materials Manager (P&S)/ER/HWH
For Dy.CMM(D)/ER/Howrah

- Copy to 1) SSE (W)/ER/HWH for information & n/a.
2) SSE (Electric)/ER/HWH for information & n/a.
3) Inspector-In-Charge/RPF(Dy.CMM/D Campus)/ER/HWH for information & n/a.
4) CYM at (Dy.CMM/D Campus)/ER/HWH for information & n/a.

Asst. Materials Manager (P&S)/ER/HWH
For Dy.CMM(D)/ER/Howrah



SR./DPO

APC - PC

DPO

EASTERN RAILWAY
Printing Department

No.P23 E/Pt.VI/91

Kolkata, Dt.13 /03/2025.

OFFICE ORDER

The Forms & Stationery Depot of Eastern Railway at Howrah will observe **16 (Sixteen) CLOSED HOLIDAYS** and **07(Seven) Holidays in lieu** of full day working on Saturdays on the occasions as noted below against each date during the calendar year-2025.

Sl. No	Name of Occasions	Dates & Days	Paid Holidays for Sty Depot	Extra Leave/Rest day in lieu of working extra hours on 14 Saturdays
1.	Republic Day	26.01.2025, Sun	01	
2.	Saraswati puja	03.02.2025, Mon	01	
3.	Doljatra	14.03.2025, Fri	01	
4.	Holi	15.03.2025, Sat		01 Day (4.00 Hrs.)
5.	Id-UL-Fitre	31.03.2025, Mon	01	
6.	MahabirJayanti	10.04.2025, Thurs	01	
7.	Bengali New Year	15.04.2025, Tues	01	
8.	Good Friday	18.04.2025, Fri	01	
9.	May Day	01.05.2025, Thurs	01	
10.	Id-Ud-Zoha	07.06.2025, Sat		01 Day (4.00 Hrs.)
11.	Independence Day	15.08.2025, Fri	01	
12.	Durga Puja, Saptami	29.09.2025, Mon	01	
13.	Durga Puja, Astami	30.09.2025, Tues	01	
14.	Durga Puja, Nabami	01.10.2025, Wed	01	
15.	Gandhi Jayanti/Dasuhra	02.10.2025, Thurs	01	
16.	Durga Puja Extension	03.10.2025, Fri		01 Day (7.00Hrs.)
17.	Durga Puja Extension	04.10.2025, Sat		01 Day (4.00 Hrs.)
18.	Laxmi Puja	06.10.2025, Mon		01 Day (7.00Hrs.)
19.	Kali Puja	20.10.2025, Mon	01	
20.	Continuation	21.10.2025, Tues		01 Day (7.00Hrs.)
21.	Bhatridwitiya	23.10.2025, Thurs		01 Day (7.00Hrs.)
22.	Chhat Puja	27.10.2025, Mon	01	
23.	Christmas Day	25.12.2025, Thurs	01	
		Total =	16 Days	07 Days (40 Hrs.)

40 hrs duties are required to be covered by extra working on **14 (Fourteen) Saturdays** for adjustment of 07 days extra leave to be observed by this Depot as under:-

The dates fixed for extra 40 hrs duties are **12.04.25, 26.04.25, 10.05.25, 17.05.25, 24.05.25, 14.06.25, 21.06.25, 28.06.25, 05.07.25, 12.07.25, 26.07.25, 09.08.25, 23.08.25 & 30.08.25**. Extra 3 Hrs. i.e. from 14.00pm to 17.00pm (Total=42 Hrs.) to be performed.

N.B. Casual Leave (CL) for half a day will not be permissible on the above mentioned Saturdays.

This is issued with the approval of the competent authority.

(Ajay Kumar Birua)

Asst. Materials Manager (P&S)/Sty/ER/HWH
For Deputy Chief Materials Manager/D/ER/HWH

Copy for information and necessary action to :-

- 1) PCMM/Eastern Railway/Kolkata
- 2) PCPO/Eastern Railway/Kolkata.
- 3) CMM/M/Eastern Railway, Kolkata.
- 4) Dy.CMM/GSD/ER/Howrah.
- 5) AMM/P&S/Sty./Eastern Railway/Howrah.
- 6) CAO/Estt./Eastern Railway/Kolkata.
- 7) Ch.O.S./Pay Bill/Ptg./under Dy.CM/P&S/Eastern Railway/Kolkata.
- 8) Ch.O.S./G/Ptg./under Dy.CM/P&S/Eastern Railway/Kolkata.
- 9) Secretary/ERMU (P&S Br), 9 MukhramKanoria Road/Howrah.
- 10) Secretary/ERMC (P&S Br)/9, MukhramKanoria Road/Howrah.
- 11) Secretary/AISC & STREA (P&S Divn.)/ER/Howrah.



(Ajay Kumar Birua)

Asst. Materials Manager (P&S)/Sty/ER/HWH
For Deputy Chief Materials Manager/D/ER/HWH

