

# EMPLOYEES' OLD-AGE BENEFITS INSTITUTION EOBI HEAD OFFICE, KARACHI

#### HUMAN RESOURCE DEPARTMENT

Ref.No.P/C-114-B(Off. Time)/2012/ Dated: March & , 2012.

# CIRCULAR NO. 0 4 /2012

As per Ministry of Interior, Government of Pakistan letter No. 2/6/2011-Public dated 10<sup>th</sup> January 2012 following Public/ optional Holidays shall be observed during the calendar year 2012.

#### Public Holidays

| Sr.# | Name of Occasion                                | Days                           | Dates during Year 2012  |  |
|------|---|--------------------------------|---|--|
| 1*   | Eid Milad-un-Nabi<br>(12 Rabi ul Awal 1433 A.H) | Saturday                       | 4 <sup>th</sup> February,, 2012   |  |
| 2    | Kashmir Day                                     | Sunday                         | 5th February, 2012  |  |
| 3    | Pakistan Day                                    | Friday                         | 23 <sup>rd</sup> March, 2012  |  |
| 4    | Labour Day                                      | Tuesday                        | 1st May, 2012   |  |
| 5    | Independence Day                                | Tuesday                        | 14th August, 2012   |  |
| 6*   | Eid-ul-Fiter<br>(1 Shawal 1433 A.H)             | Monday, Tuesday &<br>Wednesday | 20 <sup>th</sup> , 21 <sup>st</sup> & 22 <sup>th</sup><br>August, 2012. |  |
| 7*   | Eid-ul-Azha<br>(10 Zil Haj 1433 A.H)            | Saturday & Sunday              | 28 <sup>th</sup> & 29 <sup>th</sup> October 2012.                       |  |
| 8    | Iqbal Day                                       | Friday                         | 9th November, 2012  |  |
| 9*   | Ashura<br>(9 & 10 Moharrum 1433 A.H)            | Monday & Tuesday               | 26 <sup>th</sup> & 27 <sup>th</sup> November,<br>2012                   |  |
| 10   | Quaid-e-Azam<br>Day/Christmas                   | Tuesday                        | 25th December, 2012.  |  |
| 11   | Day after Christmas                             | Wednesday                      | 26 <sup>th</sup> December 2012<br>(For Christian only)                  |  |

### OPTIONAL HOLIDAYS

| Sr.# | Name of Occasion                     | Days      | Dates during Year 2012      |
|------|--------------------------------------|-----------|-----------------------------|
| 1    | New Year Day                         | Sunday    | 1st January, 2012           |
| 2*   | Chelum (20 Safar 1433)               | Sunday    | 15th January, 2012          |
| 3    | Basant Punchami                      | Saturday  | 28th January, 2012          |
| 4    | Shivaratri                           | Monday    | 20th February, 2012         |
| 5*   | Giarhwin Sharief (11 Rabi-Sani 1433) | Monday    | 5th March , 2012            |
| 6    | Holi                                 | Wednesday | 7 <sup>th</sup> March, 2012 |
| 7    | Dulhandi                             | Thursday  | 8 <sup>th</sup> March, 2012 |
| 8    | Baisakh                              | Saturday  | 14th April, 2012            |
| 9    | Good Friday                          | Friday    | 6 <sup>th</sup> April, 2012 |
| 10   | Easter                               | Sunday    | 8th April, 2012             |

FOHSR-D: Circular -01

P. No. 19

2/10/03/12 2/)

A13/8/2012

| 11  | Eid-e-Rizwan (Bahai's Community only)    | Saturday  | 21st April,2012                 |
|-----|--|-----------|---------------------------------|
| 12  | Buddha Purnima                           | Sunday    | 6 <sup>th</sup> May, 2012       |
| 13* | Shab-e-Meraj (27 Rajab 1433)             | Tuesday   | 19th June, 2012                 |
| 14* | Shab-e-Barat (15 Shaban 1433)            | Friday    | 6 <sup>th</sup> July, 2012.     |
| 15  | Janam Ashtami                            | Friday    | 10 <sup>th</sup> August, 2012   |
| 16  | Nauroze (Parsi,s New Year Day)           | Saturday  | 18th August, 2012.              |
| 17  | Birthday of Lord Zoroaster (Khordad Sal) | Thursday  | 23rd August, 2012               |
| 18  | Durga Pooja                              | Tuesday   | 16th October, 2012              |
| 19  | Dussehra                                 | Wednesday | 24th October, 2012              |
| 20  | Birthday of Guru Valmik Sawami Ji.       | Monday    | 29th October, 2012              |
| 21  | Diwali                                   | Tuesday   | 13th November, 2012             |
| 22  | Guru Nanak's Birthday                    | Wednesday | 28 <sup>nd</sup> November; 2012 |

#### NOTE

\* Holidays for Muslim Festivals are subject to appearance of moon for which a separate Notification will be issued.

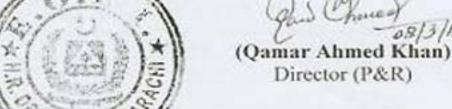
Employees desiring to avail themselves of optional Holidays shall take prior permission of the Head of Office concerned and no Employees shall be granted more than **one** optional holiday in the case of **Muslims** and **three** optional holidays in the case of **non-Muslims**, in a calendar year.

The grant of this concession should not result in any dislocation of work in the case of Muslim optional holidays, the number of persons permitted to avail optional holidays should be regulated in a manner so as to leave adequate staff for proper continuance of the work.

The optional holidays are denominational and may be allowed at the discretion of the Head of office provided the state of worked permits.

An Employees should not ordinarily be refused an optional Holiday that is of religious significance to him and the refusal is likely to decrease the number of such holidays to which he is entitled.

This issues with the approval of the Competent Authority.



## Distribution:-

- 1. Director General, Operations (South)/North/DG (F&A)/(Audit) Investment Advisor.
- All Head of Department/DDGs B&C-I,II&III/Adjudicating Authorities- I, II & III/ Regions
- 3. SO to Chairman to kindly place this order for kind perusal by the Chairman, EOBL
- 4. PD.IT Department for placing on EOBI Website.
- 5. All Officers and Staff in (HR&GA).
- Circular/Master files.