

**SRI RAMACHANDRA HOSPITAL  
PORUR, CHENNAI – 600 116**

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**ORDER**

Ref:18/HRD/2019

Dated: 18.12.2019

Sub: Public Holidays during the Year 2020.

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The following days are declared as public holidays for Sri Ramachandra Hospital for the year 2020.

1.	01.01.2020	Wednesday	New Year's Day
2.	15.01.2020	Wednesday	Pongal
3.	14.04.2020	Tuesday	Tamil New Year's Day / Dr. B. R. Ambedkar's Birthday
4.	01.05.2020	Friday	May Day
5.	25.05.2020	Monday	Ramzan
6.	15.08.2020	Saturday	Independence Day
7.	22.08.2020	Saturday	Vinayakar Chaturthi
8.	02.10.2020	Friday	Gandhi Jayanthi
9.	14.11.2020	Saturday	Deepavali
10.	25.12.2020	Friday	Christmas

Please note that all the Operation theatres will remain closed on the above days except for the Emergency Operation.

In addition to the above list of the holidays each employees can avail three more days on optional basis from among the list of days given below:-

1.	16.01.2020	Thursday	Thiruvalluvar Day
2.	17.01.2020	Friday	Uzhavar Thirunal
3.	25.03.2020	Wednesday	Telugu New Year's Day
4.	10.04.2020	Friday	Good Friday
5.	01.08.2020	Saturday	Bakrid
6.	26.10.2020	Monday	Vijaya Dasami
7.	30.10.2020	Friday	Milad-un-Nabi

Please note that the Out-patient Department will function on all days of the year.

Second Saturday will not be considered as holidays for the Hospital. However all the employees working in Sri Ramachandra Hospital will be eligible to claim one Saturday off during the same month. The Department Heads are expected to allot one of the Saturdays as off to the employees under their control in such a way that atleast three fourths of their staff are available for routine.

  
**MEDICAL DIRECTOR**

To

All Departments Concerned

**Copy to:**

The Vice Chancellor  
The Registrar  
The Dean of Faculties  
The Deans/Provost/Principals of Colleges  
All Course Chairpersons  
All Heads of Department & Unit Chief  
The Controller of Examinations  
The Director (Finance & Accounts)  
The Dean (Students)  
The Dean (Education)  
The Academic Officer  
The Special Officer (Admin.)  
The Associate Deans  
The Assistant Deans  
All Section Heads/Officers

The Chief Operating Officer  
The Medical Superintendents  
The Deputy Medical Superintendent  
All Administrators

**For Information:**

The Chancellor  
The Pro Chancellor  
The Prof. of Eminence & Chief Advisor

The Prof. of Eminence & Dean-Research  
The Prof. of Eminence & Advisor (Acad.)