



Aurionpro Solutions Limited

Holiday List for Calendar Year 2023

DATE	DAY	MONTH	HOLIDAY TYPE	WEST ZONE	NORTH ZONE	SOUTH ZONE	
				MAHARASHTRA	DELHI /DELHI-NCR / UTTAR PRADESH	TRIVANDRUM (SCSoft)	KERALA
26-Jan-23	Thursday	January	Fixed	Republic Day	Republic Day	Republic Day	Republic Day
08-Mar-23	Wednesday	March	Fixed	Holi (Second Day)	Holi (Second Day)	XXXX	XXXX
30-Mar-23	Thursday	March	Fixed	XXXX	Ram Navami	XXXX	XXXX
07-Apr-23	Friday	April	Fixed	Good Friday	XXXX	Good Friday	Good Friday
21-Apr-23	Friday	April	Fixed	XXXX	XXXX	Id-ul Fitr (Ramzan)*	XXXX
01-May-23	Monday	May	Fixed	Maharashtra day / Labour Day	Labour Day	May Day / Labour Day	May Day / Labour Day
15-Aug-23	Tuesday	August	Fixed	Independence Day	Independence Day	Independence Day	Independence Day
28-Aug-23	Monday	August	Fixed	XXXX	XXXX	First Onam / Ayyankali Jayanti	First Onam / Ayyankali Jayanti
29-Aug-23	Tuesday	August	Fixed	XXXX	XXXX	Thiruvonam	Thiruvonam
30-Aug-23	Wednesday	August	Fixed	XXXX	Raksha Bandhan	XXXX	XXXX
06-Sep-23	Wednesday	September	Fixed	XXXX	XXXX	XXXX	Sreekrishna Jayanti
07-Sep-23	Thursday	September	Fixed	XXXX	Janmashtami	XXXX	XXXX
19-Sep-23	Tuesday	September	Fixed	Ganesh Chaturthi	XXXX	XXXX	XXXX
02-Oct-23	Monday	October	Fixed	Mahatma Gandhi's Birthday	Mahatma Gandhi's Birthday	Mahatma Gandhi's Birthday	Mahatma Gandhi's Birthday
23-Oct-23	Monday	October	Fixed	XXXX	XXXX	Mahanavami	Mahanavami
24-Oct-23	Tuesday	October	Fixed	Dussehra/Vijayadasami	Dussehra/Vijayadasami	XXXX	Dussehra/Vijayadasami
13-Nov-23	Monday	November	Fixed	Diwali (Govardhan Phooja)	Diwali (Govardhan Phooja)	Diwali (Govardhan Phooja)	XXXX
14-Nov-23	Tuesday	November	Fixed	Diwali (Bali Pratipada)	XXXX	XXXX	XXXX
25-Dec-23	Monday	December	Fixed	Christmas Day	Christmas Day	Christmas Day	Christmas Day
Optional Holidays**							
Optional Holidays**				Regional / Religious Holiday	Regional Holiday	Regional Holiday	
				Birthday/Anniversary	Birthday/Anniversary	Birthday/Anniversary	

* It will be changed, subject to depending on appearance of festival

** In addition to holidays specified as "Fixed" in column **Holiday Type**, an employee is entitled to avail of any ONE holiday (subject to the Holiday Policy)

Find below steps to apply for optional holiday via HRMS Portal (<https://hrms.aurionpro.com>)

1. Please note that Optional holidays have to be applied from the Leave tab on HRMS atleast 7 days in advance. You are required to specifically mention the optional holidays
2. Go to "Leave">>Click on "Leave" Tab
3. Click on tab "Apply">>"Add New"
4. Select the "OH" from drop down Type to **Opt Optional Holiday**
5. Under Reason **Mention the name of the Optional Holiday**
6. Click "Save" button.