



ZEARO PRIVATE LIMITED

Tel: +91(44) 4852 3234

Web: www.zearo.qa

ZEARO INDIA PUBLIC HOLIDAYS – 2024

Holiday List			
S.No.	Date	Day	Holiday
1	15-Jan-24	Monday	Pongal
2	26-Jan-24	Friday	Republic Day
3	29-Mar-24	Friday	Good Friday
4	11-Apr-24	Thursday	Ramzan (Idul Fitr)
5	01-May-24	Wednesday	May Day
6	17-Jun-24	Monday	Bakrid (Eid Al Adha)
7	15-Aug-24	Thursday	Independence Day
8	07-Sep-24	Saturday	Vinayakar Chathurthi
9	11-Oct-24	Friday	Ayudha Pooja
10	31-Oct-24	Thursday	Deepavali
11	25-Dec-24	Wednesday	Chirstmas
Leave List			
S.No	Type	Employees (Days)	Contractor/Probation (Days)
1	Paid Leave	14	0
2	Unpaid / Sick Leave	14	14
3	Work from home	0	0
4	Maternity leave	0	0
<div>1. Unapproved leave consider as a unpaid leave.</div> <div>2. Any unpaid leave beyond 14 leads to disiplinary action.</div> <div>3. 30 mins delay punch will be considered as Late.</div> <div>4. Monthly 3 Late = One unpaid leave.</div> <div>5. Avg intime 20 * 8 = 160 hrs.</div> <div>6. Overtime can not be paid and not entertained.</div> <div>7. Prorated and not carry forward.</div>			
General Shift			
Start Time		End Time	Sessions
10:00 AM		07:00 PM	General
01:30 PM		02:30 PM	Lunch
Stand UP Meeting			
10:30 AM		11:00 AM	
Weekend		Saturday & Sunday	
Day - Shift 1			



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10:00 AM	07:00 PM	General
01:30 PM	02:30 PM	Lunch
Stand UP Meeting		
10:30 AM	11:00 AM	
Weekend	Rotational	
Night - Shift 2		
06:30 PM	04:00 AM	General
11:30 PM	12:00 AM	Refreshment
Stand UP Meeting		
06:30 PM	07:00 PM	
Weekend	Rotational	