

STATE OF MAINE  
DEPARTMENT OF PERSONNEL

October 18, 1978

PERSONNEL MEMORANDUM 27-78

TO: All Agency/Department Heads  
SUBJECT: 1979 Holiday Schedule

This memorandum is issued under the provisions of Personnel Rule 11.3, and applies only to those employees not covered by negotiated contract.

<u>LEGAL HOLIDAYS</u>	<u>DAY/DATE TO BE ALLOWED</u>
New Year's Day	Monday - January 1
Washington's Birthday	Monday - February 19
Patriot's Day	Monday - April 16
Memorial Day	Monday - May 28
Independence Day	Wednesday - July 4
Labor Day	Monday - September 3
Columbus Day	Monday - October 8
Veteran's Day	Monday - November 12
Thanksgiving	Thursday - November 23 Friday - November 24
Christmas	Tuesday - December 25

Employees, the nature of whose jobs requires them to work on any of these days will, insofar as possible, be granted compensatory time off at the mutual convenience of the employer and employee. If the holiday falls on a normal day off, an additional compensatory day will be granted. Cash payments shall be made only in the instance of departmental policy established in conformance with Personnel Rule 11.2

Employees shall be eligible for holiday pay only if they were in pay status on the normal work day immediately preceding and the day following the holiday for which payment is to be made.

ROBERT J. STOLT  
COMMISSIONER

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS