

STATE OF MAINE
DEPARTMENT OF PERSONNEL

October 14, 1981

PERSONNEL MEMORANDUM 6-81

TO: All Agency/Department Heads/Personnel Officers
SUBJECT: 1982 HOLIDAY SCHEDULE

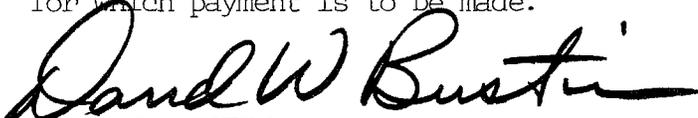
This memorandum is issued under the provisions of Chapter 11, Section 1, of the Personnel Rules and applies only to those employees not covered by negotiated contract.

<u>LEGAL HOLIDAYS</u>	<u>DAY/DATE TO BE ALLOWED</u>
New Year's Day	Friday - January 1
Washington's Birthday	Monday - February 15
Patriot's Day	Monday - April 19
Memorial Day	Monday - May 31
Independence Day	Monday - July 5
Labor Day	Monday - September 6
Columbus Day	Monday - October 11
Veteran's Day	Thursday - November 11
Thanksgiving Day	Thursday - November 25
*Day Following Thanksgiving	Friday - November 26
Christmas	Friday - December 24

*The Governor has granted this day as a leave day in order to treat non-bargaining unit members fairly, even though it is not an official holiday.

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 Chapter 11, Section 1, of the Personnel Rules.

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


DAVID W. BUSTIN
COMMISSIONER

PLEASE REPRODUCE LOCALLY TO MEET DISTRIBUTION NEEDS