

STATE OF MAINE

DEPARTMENT OF PERSONNEL

October 1, 1984

PERSONNEL MEMORANDUM 6-84

(4/22/85 AMENDMENT FOLLOWS)

TO: All Agency/Department Heads and Personnel Officers

SUBJECT: 1985 HOLIDAY SCHEDULE

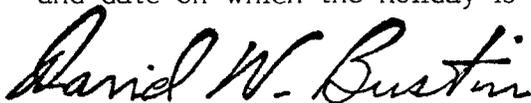
This memorandum is issued under the provisions of Chapter 11, §1 of the Personnel Rules and applies only to those employees not covered by negotiated contract.

<u>LEGAL HOLIDAYS</u>	<u>DAY/DATE TO BE OBSERVED</u>
New Year's Day	Tuesday - January 1
Washington's Birthday	Monday - February 18
Patriot's Day	Monday - April 15
Memorial Day	Thursday - May 30
Independence Day	Thursday - July 4
Labor Day	Monday - September 2
Columbus Day	Monday - October 14
Veteran's Day	Monday - November 11
Thanksgiving Day	Thursday - November 28
*Day Following Thanksgiving	Friday - November 29
Christmas	Wednesday - December 25

*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, §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 day and date on which the holiday is observed.



DAVID W. BUSTIN
COMMISSIONER

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS

STATE OF MAINE
DEPARTMENT OF PERSONNEL

April 22, 1985

PERSONNEL MEMORANDUM 6-84A

TO: All Agency/Department Heads and Personnel Officers

SUBJECT: 1985 HOLIDAY SCHEDULE, Amended to Change the Observance of Memorial Day to May 27.

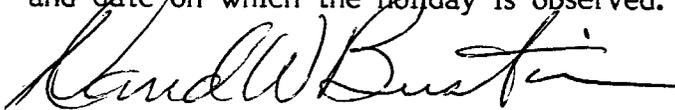
This memorandum is issued under the provisions of Chapter 11, §1 of the Personnel Rules and applies only to those employees not covered by negotiated contract.

<u>LEGAL HOLIDAYS</u>	<u>DAY/DATE TO BE OBSERVED</u>
New Year's Day	Tuesday - January 1
Washington's Birthday	Monday - February 18
Patriot's Day	Monday - April 15
Memorial Day	Monday - May 27
Independence Day	Thursday - July 4
Labor Day	Monday - September 2
Columbus Day	Monday - October 14
Veteran's Day	Monday - November 11
Thanksgiving Day	Thursday - November 28
*Day Following Thanksgiving	Friday - November 29
Christmas	Wednesday - December 25

*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, §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 day and date on which the holiday is observed.



DAVID W. BUSTIN
COMMISSIONER

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS