

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
Bureau of Human Resources  
September 10, 1992

HUMAN RESOURCES MEMORANDUM 20-92

TO: All Agency/Department Heads/Personnel Officers

SUBJECT: 1993 HOLIDAY SCHEDULE FOR STATE AGENCY EMPLOYEES NOT COVERED BY A COLLECTIVE BARGAINING AGREEMENT

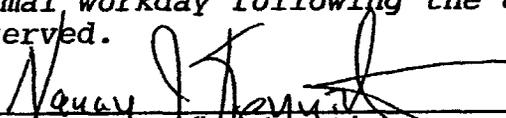
The 1993 Holiday Schedule is issued under the provisions of Chapter 11 of the Civil Service Rules and the Governor's benefit package for confidential employees.

<u>HOLIDAYS</u>	<u>DAY/DATE TO BE OBSERVED</u>
New Year's Day	Friday, January 1
Martin Luther King, Jr. Day	Monday, January 18
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
Thanksgiving Friday	Friday, November 26
Christmas	Friday, December 24

\*Date of observance will be changed to May 30th, if the Federal Government designates May 30th as the date of observance before May 31st, 1993.

An employee who is required to work on any of these days will be granted compensatory time off at the mutual convenience of the employer and the 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, Sec. 1 of the Civil Service Rules.

Employees shall be eligible for holiday pay only if they were in pay status on the normal workday immediately preceding and the normal workday following the day and date on which the holiday is observed.

  
Nancy J. Kenhaston, Director  
BUREAU OF HUMAN RESOURCES