

DEPARTMENT OF ADMINISTRATIVE & FINANCIAL SERVICES  
BUREAU OF HUMAN RESOURCES  
January 9, 2013

**HUMAN RESOURCES MEMORANDUM 1-13**

TO: All Agency/Department Heads and Human Resource Representatives

SUBJECT: 2014 HOLIDAY SCHEDULE FOR STATE AGENCY EMPLOYEES NOT COVERED  
BY A COLLECTIVE BARGAINING AGREEMENT

The 2014 Holiday Schedule is issued under the provisions of Chapter 11 of the *State of Maine Civil Service Rules* and the *Benefits Package for Confidential Employees*.

<b><u>HOLIDAY</u></b>	<b><u>DAY, DATE OBSERVED</u></b>
New Year's Day	Wednesday, January 1, 2014
Martin Luther King, Jr. Day	Monday, January 20, 2014
Washington's Birthday/President's Day	Monday, February 17, 2014
Patriots Day	Monday, April 21, 2014
Memorial Day	Monday, May 26, 2014
Independence Day	Friday, July 4, 2014
Labor Day	Monday, September 1, 2014
Columbus Day	Monday, October 13, 2014
Veterans Day	Tuesday, November 11, 2014
Thanksgiving Day	Thursday, November 27, 2014
Thanksgiving Friday	Friday, November 28, 2014
Christmas Day	Thursday, December 25, 2014

***To be eligible for holiday pay, the employee must be in pay status on the normal workday immediately preceding and the normal workday immediately following the day and date on which the holiday is observed.***

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 employee. If the holiday falls on a normal day off, an alternative 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 *State of Maine Civil Service Rules*.

For Maine State Government, holidays that fall on Saturday are observed on the preceding Friday; holidays that fall on Sunday are observed on the following Monday. For calendar year 2014, no holidays fall on Saturday or Sunday.

***S/ Joyce A. Oreskovich***

Joyce A. Oreskovich, Director  
Bureau of Human Resources