

**DEPARTMENT OF ADMINISTRATIVE & FINANCIAL SERVICES
BUREAU OF HUMAN RESOURCES**

July 9, 2024

HUMAN RESOURCES MEMORANDUM 1-24

TO: All Agency/Department Heads and Human Resource
Representatives

SUBJECT: 2024 and 2025 Holiday Schedules For State Agency Employees **Not
Covered By A Collective Bargaining Agreement¹**

This Holiday Schedule is issued under the provisions of *State of Maine Civil Service Rules*, state law, and the *Benefits Package for Confidential Employees*. ¹

<u>HOLIDAY</u>	<u>DAY, DATE OBSERVED</u>	<u>DAY, DATE OBSERVED</u>
New Year's Day	Monday, January 1, 2024	Wednesday, January 1, 2025
Martin Luther King, Jr. Day	Monday, January 15, 2024	Monday, January 20, 2025
Washington's Birthday (President's Day)	Monday, February 19, 2024	Monday, February 17, 2025
Patriot's Day	Monday, April 15, 2024	Monday, April 21, 2025
Memorial Day	Monday, May 27, 2024	Monday, May 26, 2025
Juneteenth	Wednesday, June 19, 2024	Thursday, June 19, 2025
Independence Day	Thursday, July 4, 2024	Friday, July 4, 2025
Labor Day	Monday, September 2, 2024	Monday, September 1, 2025
Indigenous Peoples Day	Monday, October 14, 2024	Monday, October 13, 2025
Veterans Day	Monday, November 11, 2024	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 28, 2024	Thursday, November 27, 2025
Thanksgiving Friday	Friday, November 29, 2024	Friday, November 28, 2025
Christmas Day	Wednesday, December 25, 2024	Thursday, December 25, 2025

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*.

¹ Employees covered by collective bargaining are referred to their Collective Bargaining Agreement for a list of paid holidays.

S/ Breana D. Bissell

Breana D. Bissell, State Human Resources Officer
Bureau of Human Resources