



**JANUARY – DECEMBER 2009**

**JANUARY 2009:**

1/1	Thursday – <b>NEW YEAR’S DAY – ALL OFFICES CLOSED<sup>1</sup></b>
1/19	Monday – <b>DR. MARTIN LUTHER KING JR. DAY – ALL OFFICES CLOSED<sup>1</sup></b>

**FEBRUARY 2009:**

2/12	Thursday – <b>LINCOLN’S BIRTHDAY<sup>2</sup></b>
2/16	Monday – <b>WASHINGTON’S BIRTHDAY OBSERVED – ALL OFFICES OPEN<sup>3</sup></b>

**MAY 2009:**

5/25	Monday – <b>MEMORIAL DAY – ALL OFFICES CLOSED<sup>1</sup></b>
------	---

**JULY 2009:**

7/4	Saturday – <b>INDEPENDENCE DAY - ALL OFFICES CLOSED<sup>4</sup></b>
-----	---

**SEPTEMBER 2009:**

9/7	Monday – <b>LABOR DAY – ALL OFFICES CLOSED<sup>1</sup></b>
-----	--

**OCTOBER 2009:**

10/12	Monday – <b>COLUMBUS DAY – ALL OFFICES OPEN<sup>3</sup></b>
-------	---

**NOVEMBER 2009:**

11/3	Tuesday – <b>ELECTION DAY – ALL OFFICES OPEN<sup>2</sup></b>
11/11	Wednesday – <b>VETERANS DAY<sup>5</sup></b>
11/26	Thursday – <b>THANKSGIVING – ALL OFFICES CLOSED<sup>6</sup></b>
11/27	Friday – <b>DAY AFTER THANKSGIVING – ALL OFFICES CLOSED<sup>7</sup></b>

**DECEMBER 2009:**

12/25	Friday – <b>CHRISTMAS DAY – ALL OFFICES CLOSED<sup>6</sup></b>
-------	--

<sup>1</sup>Essential services only. Classified employees required to work should receive either holiday pay or compensatory time off, depending on their current election. UUP (those eligible to observe holidays) and M/C professional employees who work should receive compensatory time off.

<sup>2</sup>Floating holiday for UUP, M/C Professional, CSEA, PEF, and M/C Classified employees. Employees represented by these bargaining units who work should earn a floating holiday. C-82 and NYSCOPBA employees who work should receive either holiday pay or compensatory time off, depending on their current election.

<sup>3</sup>Classified employees who work should receive either holiday pay or compensatory time off, depending on their current election. UUP (those eligible to observe holidays) and M/C Professional employees who work should receive compensatory time off.

<sup>4</sup>Full time employees who are entitled to observe holidays, and for whom Saturday July 4, is a regular day off, will be credited with holiday compensatory time off in lieu of the holiday. Eligible part-time employees in the UUP, PEF, ISU and OSU, and M/C classified who do not work on Saturday, July 4, but who are regularly scheduled to work on Friday, July 3, **will be credited with holiday leave** equivalent to the number of hours in the employee’s regular Friday schedule not to exceed 7 ½ or 8 hours.

<sup>5</sup>Floating holiday for UUP and M/C Professional employees. President has scheduled the day after Thanksgiving for UUP employees (those eligible to observe holidays) to observe this “floating” holiday. Classified employees who work should receive either holiday pay or compensatory time off, depending on their current election.

<sup>6</sup>Essential services only. Classified employees required to work should be notified by their supervisor at least one week prior to the holiday and should receive either holiday pay or compensatory time off, depending on their current election. CSEA employees earn holiday pay and compensatory time at time and one-half. UUP (those eligible to observe holidays) and M/C Professional employees should receive compensatory time off at the rate of time and one-half.

<sup>7</sup>Not an official holiday; employees allowed to work if they choose. UUP and M/C Professional employees who do not work should charge this day to the designated Veteran’s Day floating holiday. All other employees who do not work should charge accruals as appropriate.

**JANUARY – DECEMBER 2008**

**JANUARY 2008:**

1/1	Tuesday – <b>NEW YEAR'S DAY – ALL OFFICES CLOSED<sup>1</sup></b>
1/21	Monday – <b>DR. MARTIN LUTHER KING JR. DAY – ALL OFFICES CLOSED<sup>1</sup></b>

**FEBRUARY 2008:**

2/12	Tuesday – <b>LINCOLN'S BIRTHDAY<sup>2</sup></b>
2/18	Monday – <b>WASHINGTON'S BIRTHDAY OBSERVED – ALL OFFICES OPEN<sup>3</sup></b>

**MAY 2008:**

5/26	Monday – <b>MEMORIAL DAY – ALL OFFICES CLOSED<sup>1</sup></b>
------	---

**JULY 2008:**

7/4	Friday – <b>INDEPENDENCE DAY - ALL OFFICES CLOSED<sup>1</sup></b>
-----	---

**SEPTEMBER 2008:**

9/1	Monday – <b>LABOR DAY – ALL OFFICES CLOSED<sup>1</sup></b>
-----	--

**OCTOBER 2008:**

10/13	Monday – <b>COLUMBUS DAY – ALL OFFICES OPEN<sup>3</sup></b>
-------	---

**NOVEMBER 2008:**

11/4	Tuesday – <b>ELECTION DAY – ALL OFFICES OPEN<sup>2</sup></b>
11/11	Tuesday – <b>VETERANS DAY<sup>4</sup></b>
11/27	Thursday – <b>THANKSGIVING – ALL OFFICES CLOSED<sup>5</sup></b>
11/28	Friday – <b>DAY AFTER THANKSGIVING – ALL OFFICES CLOSED<sup>6</sup></b>

**DECEMBER 2008:**

12/25	Thursday – <b>CHRISTMAS DAY – ALL OFFICES CLOSED<sup>5</sup></b>
-------	--

<sup>1</sup>Essential services only. Classified employees required to work should receive either holiday pay or compensatory time off, depending on their current election. UUP (those eligible to observe holidays) and M/C professional employees who work should receive compensatory time off.

<sup>2</sup>Floating holiday for UUP, M/C Professional, CSEA, PEF, and M/C Classified employees. Employees represented by these bargaining units who work should earn a floating holiday. C-82 and NYSCOPBA employees who work should receive either holiday pay or compensatory time off, depending on their current election.

<sup>3</sup>Classified employees who work should receive either holiday pay or compensatory time off, depending on their current election. UUP (those eligible to observe holidays) and M/C Professional employees who work should receive compensatory time off.

<sup>4</sup>Floating holiday for UUP and M/C Professional employees. President has scheduled the day after Thanksgiving for UUP employees (those eligible to observe holidays) to observe this "floating" holiday. Classified employees who work should receive either holiday pay or compensatory time off, depending on their current election.

<sup>5</sup>Essential services only. Classified employees required to work should be notified by their supervisor at least one week prior to the holiday and should receive either holiday pay or compensatory time off, depending on their current election. CSEA employees earn holiday pay and compensatory time at time and one-half. UUP (those eligible to observe holidays) and M/C Professional employees should receive compensatory time off at the rate of time and one-half.

<sup>6</sup>Not an official holiday; employees allowed to work if they choose. UUP and M/C Professional employees who do not work should charge this day to the designated Veteran's Day floating holiday. All other employees who do not work should charge accruals as appropriate.

## HOLIDAY CALENDAR JANUARY – DECEMBER 2007 (STATE)

### JANUARY 2007:

1/1	Monday – <b>NEW YEAR'S DAY – ALL OFFICES CLOSED<sup>1</sup></b>
1/15	Monday – <b>DR. MARTIN LUTHER KING JR. DAY – ALL OFFICES CLOSED<sup>1</sup></b>

### FEBRUARY 2007:

2/12	Monday – <b>LINCOLN'S BIRTHDAY OBSERVED<sup>2</sup></b>
2/19	Monday – <b>WASHINGTON'S BIRTHDAY OBSERVED – ALL OFFICES OPEN<sup>3</sup></b>

### MAY 2007:

5/28	Monday – <b>MEMORIAL DAY – ALL OFFICES CLOSED<sup>1</sup></b>
------	---

### JULY 2007:

7/4	Wednesday – <b>INDEPENDENCE DAY - ALL OFFICES CLOSED<sup>1</sup></b>
-----	--

### SEPTEMBER 2007:

9/3	Monday – <b>LABOR DAY – ALL OFFICES CLOSED<sup>1</sup></b>
-----	--

### OCTOBER 2007:

10/8	Monday – <b>COLUMBUS DAY – ALL OFFICES OPEN<sup>3</sup></b>
------	---

### NOVEMBER 2007:

11/6	Tuesday – <b>ELECTION DAY – ALL OFFICES OPEN<sup>2</sup></b>
11/11	Sunday – <b>VETERANS DAY</b>
11/12	Monday – <b>VETERANS DAY OBSERVED<sup>4</sup></b>
11/22	Thursday – <b>THANKSGIVING – ALL OFFICES CLOSED<sup>5</sup></b>
11/23	Friday – <b>DAY AFTER THANKSGIVING – ALL OFFICES CLOSED<sup>6</sup></b>

### DECEMBER 2007:

12/25	Tuesday – <b>CHRISTMAS DAY – ALL OFFICES CLOSED<sup>5</sup></b>
-------	---

<sup>1</sup>Essential services only. Classified employees required to work should receive either holiday pay or compensatory time off, depending on their current election. UUP (those eligible to observe holidays) and M/C professional employees who work should receive compensatory time off.

<sup>2</sup>Floating holiday for UUP, M/C Professional, CSEA, PEF, and M/C Classified employees. Employees represented by these bargaining units who work should earn a floating holiday. C-82 and NYSCOPBA employees who work should receive either holiday pay or compensatory time off, depending on their current election.

<sup>3</sup>Classified employees who work should receive either holiday pay or compensatory time off, depending on their current election. UUP (those eligible to observe holidays) and M/C Professional employees who work should receive compensatory time off.

<sup>4</sup>Advisory bulletin to follow.

<sup>5</sup>Essential services only. Classified employees required to work should be notified by their supervisor at least one week prior to the holiday and should receive either holiday pay or compensatory time off, depending on their current election. CSEA employees earn holiday pay and compensatory time at time and one-half. UUP (those eligible to observe holidays) and M/C Professional employees should receive compensatory time off at the rate of time and one-half.

<sup>6</sup>Not an official holiday; employees allowed to work if they choose. UUP and M/C Professional employees who do not work should charge this day to the designated Veteran's Day floating holiday. All other employees who do not work should charge accruals as appropriate.