

2012 HOLIDAYS

NEW YEAR'S DAY	MONDAY, JANUARY 2
MARTIN LUTHER KING DAY	MONDAY, JANUARY 16
MARDI GRAS	TUESDAY, FEBRUARY 21
GOOD FRIDAY	FRIDAY, APRIL 06
MEMORIAL DAY	MONDAY, MAY 28
INDEPENDENCE DAY	WEDNESDAY, JULY 4
LABOR DAY	MONDAY, SEPTEMBER 3
VETERANS' DAY	MONDAY, NOVEMBER 12
THANKSGIVING DAY	THURSDAY, NOVEMBER 22
CHRISTMAS	TUESDAY, DECEMBER 25

The holidays named in Section 8.1 shall be known as regular holidays. Whenever New Years Day, Independence Day or Christmas Day falls on a Saturday or Sunday, the previous Friday or the following Monday shall be observed as a holiday at the discretion of the governing body.

When an employee is required to work on a regular holiday, the employee shall perform his duties on that day, but shall be entitled to equal time off or one (1) extra day of pay, at the discretion of the employee. Time off or extra day of pay shall be equal to the number of hours (7.5, 8, or 12) of the employee's regular shift.

If an employee is scheduled to work on a regular holiday, but with the approval of his department head elects to observe the holiday, the employee shall be paid holiday pay equal to the number of his regular shift for that day in lieu of his regular pay.

If a regular holiday falls on an employee's scheduled day off, that employee shall be given a designated holiday off within that pay period or the next pay period as approved by his department head.

J. KELLY CHIGHIZOLA
CIVIL SERVICE DIRECTOR