

State of California

M e m o r a n d u m

Date: June 30, 1994
Reference Code: 94-39

To: PERSONNEL MANAGEMENT LIAISONS

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

Personnel Officers
Employee Relations Officers

From: Department of Personnel Administration
Office of the Director

Subject: Official State Holidays for the 1994-95 Fiscal Year - Excluded
Employees Only

This is to advise you of the State holidays to be observed by excluded employees during the 1994-95 Fiscal Year. Employees shall be entitled to the following holidays:

Monday, July 4, 1994	Independence Day
Monday, September 5, 1994	Labor Day
Monday, October 10, 1994	Columbus Day
Friday, November 11, 1994	Veterans Holiday
Thursday, November 24, 1994	Thanksgiving Day
Friday, November 25, 1994	Day after Thanksgiving
Monday, December 26, 1994	Christmas Holiday
Monday, January 2, 1995	New Year's Holiday
Monday, January 16, 1995	Martin Luther King Jr. Day
Monday, February 13, 1995	Lincoln's Birthday Holiday
Monday, February 20, 1995	Washington's Birthday
Monday, May 29, 1995	Memorial Day

In addition to these holidays, there is one personal holiday per fiscal year for excluded employees. To be eligible for a personal holiday, an employee must be appointed to a class which requires a probationary period. Once an eligible employee completes six months of their initial probationary period, they are credited with a personal holiday for the current fiscal year. The personal holiday for all other eligible employees will be credited on the first day of July for each fiscal year.

Holiday provisions for represented employees covered by collective bargaining agreements are authorized in the appropriate Memorandum of Understanding.

If your personnel office staff require additional information regarding State employee holidays, please contact Clarice Baker on (916) 324-0439, ATSS 454-0439. Individual employee questions should be directed to the department's personnel office.


David J. Tirapelle
Director