

State of California

MEMORANDUM

TO: PERSONNEL MANAGEMENT LIAISONS      DATE: June 5, 1998  
REFERENCE CODE: 98-022

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 1998-99 Fiscal Year - Excluded  
Employees Only

CONTACT: Jerri Judd, Personnel Management Consultant  
(916) 324-0439, CALNET 454-0439  
FAX: (916) 327-1886  
OFFICE VISION: DPA(JLJUDD)  
INTERNET: JLJUDD@DPA.CA.GOV

This is to provide a list of the State holidays to be observed by excluded employees during the 1998-99 Fiscal Year. Employees shall be entitled to the following holidays:

|                              |                            |
|------------------------------|----------------------------|
| Saturday, July 4, 1998       | Independence Day*          |
| Monday, September 7, 1998    | Labor Day                  |
| Monday, October 12, 1998     | Columbus Day               |
| Wednesday, November 11, 1998 | Veterans Day               |
| Thursday, November 26, 1998  | Thanksgiving Day           |
| Friday, November 27, 1998    | Day after Thanksgiving     |
| Friday, December 25, 1998    | Christmas Day              |
| Friday, January 1, 1999      | New Year's Day             |
| Monday, January 18, 1999     | Martin Luther King Jr. Day |
| Friday, February 12, 1999    | Lincoln's Birthday         |
| Monday, February 15, 1999    | Washington's Birthday      |
| Monday, May 31, 1999         | Memorial Day               |

\*The Saturday holiday provision is contained in Management Memo 98-023, which provides clarification on how this holiday provision will be administered.

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 either be: (a) appointed to a class that requires a probationary period; (b) appointed to an exempt,

nonseasonal position for more than six months; or (c) appointed to a Career Executive Assignment for more than six months. Once eligible employees complete six months of their initial probationary period or six months of service, 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.

If your personnel office staff have questions regarding holidays, personal holiday, or Saturday holiday credit provisions, they may contact your department's Personnel Management Technician.



David J. Tirapelle  
Director