



To: All Employees and Appointing Authorities
Date: December 7, 2015
Subject: **2016 Holiday Schedule**

2016 Legal Holidays

New Year's Day	Friday, January 1, 2016
Martin Luther King Day	Monday, January 18, 2016
President's Day	Monday, February 15, 2016
Patriots' Day	Monday, April 18, 2016
Memorial Day	Monday, May 30, 2016
Independence Day	Monday, July 4, 2016
Labor Day	Monday, September 5, 2016
Columbus Day	Monday, October 10, 2016
Veterans' Day	Friday, November 11, 2016
Thanksgiving Day	Thursday, November 24, 2016
**Christmas Day	Sunday, December 25, 2016

The City Code of Ordinances about Paid Holidays is at <http://www.holyoke.org/wp-content/uploads/2012/12/Sec-2-38-Paid-holidays-generally-2.pdf>.

****Please note Sec. 2-38. - Paid holidays:**

"(g) Holidays occurring on Sunday will be celebrated on Monday; holidays occurring on Saturday will be celebrated on Friday. For the purpose of this section, the "celebrated" day (i.e., Friday or Monday) becomes the holiday rather than the actual holiday."

If you have a question, please contact Kim Counter (CounterK@Holyoke.org) or me (JudgeR@Holyoke.org). Thank you for your attention.

Robert D. Judge

Robert Judge
Personnel Administrator

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