

TO: AGENCY HEADS & AGENCY HUMAN RESOURCES ADMINISTRATORS
DT: February 17, 2015
RE: Observance of Holidays – 2016

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Melody A. Currey
Commissioner

In accordance with C.G.S. §1-4 , the Holidays to be observed by the State of Connecticut in 2016 are as follows:

HOLIDAY	OBSERVED ON
New Year's Day	Friday, January 1, 2016
Martin Luther King Day	Monday, January 18, 2016
Lincoln's Birthday	Friday, February 12, 2016
Washington's Birthday	Monday, February 15, 2016
Good Friday	Friday, March 25, 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	Monday, December 26, 2016

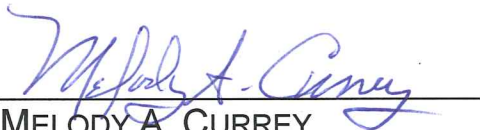
The first Holiday (New Year's) for 2017 falls on Monday, January 2, 2017.

Individual collective bargaining agreements are to be consulted to determine provisions regarding holiday compensation and/or compensatory time off for work performed on a holiday. Employees not covered by collective bargaining units shall receive holiday benefits in accordance with C.G.S. §5-254 which states, "(a) Each full-time permanent employee in the state service shall be granted time off with pay for any legal holiday. If a legal holiday falls on a Saturday, employees shall be granted equivalent time off on the Friday immediately preceding such Saturday or given another day off in lieu thereof. The Commissioner of Administrative Services may issue regulations governing the granting of holiday time to other employees in the state service. (b) Any employee in the state service compensated on an hourly or per diem basis shall be entitled to time off with pay commensurate with any time granted by order of the Governor to salaried employees with pay. (c) No state employee shall be required to work any legal holiday solely by reason of the convening of the general assembly on such day."

For future planning purposes and to address a number of inquiries received, the following facts are provided for convenience:

- Martin Luther King Jr.'s birthday is observed on the first Monday occurring on or after January fifteenth each year
- Lincoln's Birthday is observed on February 12th of each year (unless this date falls on the weekend in which case it will be observed in accordance with the Statute referenced)
- Washington's Birthday is observed on the third Monday in February
- Memorial Day is observed on the last Monday in May each year
- Labor Day is observed on the first Monday in September each year
- Columbus Day is observed on the second Monday of October each year
- Veteran's Day is observed on November 11th (unless this date falls on the weekend in which case it will be observed in accordance with the Statute referenced)
- Holidays are to be paid only when an employee is on the payroll at any time during the workday immediately preceding the holiday or during the workday immediately following the holiday. Exceptions include when the employee's absence is due to approved unpaid leave (1.) taken under the Voluntary Schedule Reduction Program or (2.) due to a mandatory furlough day. In these cases, the holiday is to be paid in accordance with Personnel Regulations Section 5-248c-3(e).

Human Resources Professionals should direct questions concerning this information to: Pauline.Mahoney@CT.Gov, Heather.Tweeddale@CT.Gov or Shari.Grzyb@CT.Gov. Employees should contact their Human Resources Office directly.



MELODY A. CURREY
COMMISSIONER