

DATE: October 8, 2007

TO: Agency Heads and Human Resource Managers

FROM: Susan B. Wilson, Administrator
Human Resource Services Division

SUBJECT: 2008 Holidays for Executive Service, Unclassified Unrepresented,
Management Service, and Classified Unrepresented Employees*

The holiday schedule for 2008 is as follows:

New Year's Day	Tuesday	January 1
Martin Luther King Jr.'s Day	Monday	January 21
Presidents Day	Monday	February 18
Memorial Day	Monday	May 26
Independence Day	Friday	July 4
Labor Day	Monday	September 1
Veterans Day	Tuesday	November 11
Thanksgiving Day	Thursday	November 27
Christmas Day	Thursday	December 25

Employees shall be credited for these holidays regardless of their work schedules: regular, irregular, or flexible. If a holiday falls on an employee's regularly scheduled day off, the holiday shall be rescheduled.

Provisions governing holiday pay can be found in HRSD State Policy [60.010.01](#), Holidays. Questions concerning the specific application of holiday pay may be directed to one of the HR Consultants at 503-378-8344.

*This memorandum does NOT apply to represented employees. Employees in bargaining units are subject to the provisions concerning holidays and paid leave set forth in their respective collective bargaining agreements.