



Oregon

Theodore R. Kulongoski, Governor

Department of Administrative Services

Human Resource Services Division

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Memo

To: Agency Heads and Human Resource Managers

From: Diana Foster, Administrator
Human Resource Services Division

Date: October 7, 2008

Re: 2009 Holidays for Executive Service, Unclassified Unrepresented,
Management Service, and Classified Unrepresented Employees*

The holiday schedule for 2009 is as follows:

New Year's Day	Thursday	January 1
Martin Luther King Jr. Day	Monday	January 19
Presidents' Day	Monday	February 16
Memorial Day	Monday	May 25
Independence Day	Friday	July 3
Labor Day	Monday	September 7
Veterans' Day	Wednesday	November 11
Thanksgiving Day	Thursday	November 26
Christmas Day	Friday	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.