



Oregon

John A. Kitzhaber, MD, Governor

Department of Administrative Services

Human Resource Services Division
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MEMORANDUM

To: Agency Heads and Human Resource Managers

From: Diana L. Foster, Administrator
Human Resource Services Division

Date: September 13, 2011

Subject: 2012 Holidays for Executive Service, Unclassified Unrepresented, Management Service, and Classified Unrepresented Employees*

Holidays for 2012 will be observed on the following dates:

New Year's Day	Monday, January 2
Martin Luther King Jr.'s Day	Monday, January 16
Presidents Day	Monday, February 20
Memorial Day	Monday, May 28
Independence Day	Wednesday, July 4
Labor Day	Monday, September 3
Veterans Day	Monday, November 12
Thanksgiving Day	Thursday, November 22
Christmas Day	Tuesday, 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 the state's Holiday policy, [60.010.01](#). Questions concerning the specific application of holiday pay may be directed to a Human Resource Consultant at (503) 378-4309.

*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.