

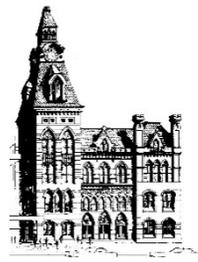


TONI N. HARP
MAYOR

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**DEPARTMENT OF HUMAN RESOURCES
CITY OF NEW HAVEN**

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STEPHEN J. LIBRANDI
MANAGER OF HUMAN RESOURCES
AND BENEFITS

MEMORANDUM

TO: All City Employees
FROM: Stephen J. Librandi, Manager of Human Resources and Benefits
DATE:
SUBJECT: OBSERVANCE OF HOLIDAYS—2016

Below is a list of holidays that shall be observed by the City Of New Haven in 2016.

2016 HOLIDAY:	OBSERVED ON:
New Year's Day 2016	Friday, January 1, 2016
Martin Luther King Day	Monday, January 18, 2016
Presidents' Day	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
Floater Holiday	See below

Eligible employees shall receive twelve (12) paid holidays. The eleven (11) holidays, which will be celebrated on the dates prescribed by law, are New Year's Day, Martin Luther King's Birthday, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day. In addition, eligible employees shall receive one (1) floater holiday for use at the employee's discretion.

If the floater holiday is not used by July 31 of the calendar year, the employee shall on August 1 select the floater holiday for use in the remainder of that calendar year. Seniority by rotation shall prevail in any areas of conflict. Refer to your union contract for additional information, including compensation.

Attached please find a 2016 calendar with the above holidays highlighted. A copy of this table and calendar is also available on the city website at <http://cityofnewhaven.com/HumanResources/WorkLifePrograms.asp>, and clicking on the Holiday schedule link under the Employee Resources heading.

Please share this information with members of your staff.

Enclosure
smb

City Of New Haven Observance of Holidays 2016

January 2016						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

01/01/16: New Year's Day
01/18/16: Martin Luther King Jr. Day

February 2016						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

02/15/16: Presidents' Day

March 2016						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

03/25/16: Good Friday

April 2016						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2016						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

05/30/16: Memorial Day

June 2016						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2016						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

07/04/16: Independence Day

August 2016						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

09/05/16: Labor Day

October 2016						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

10/10/16: Columbus Day

November 2016						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

11/11/16: Veteran's Day
11/24/16: Thanksgiving Day

December 2016						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

12/26/16: Christmas Day Observed

Holiday Observances 2016:

January 1: New Year's Day 2016
January 18: Martin Luther King Jr. Day
February 15: Presidents' Day
March 25: Good Friday

May 30: Memorial Day
July 4: Independence Day
September 5: Labor Day
October 10: Columbus Day

November 11: Veterans Day
November 24: Thanksgiving Day
December 26: Christmas Day (observed)