



## 2010 Holiday Schedule Policy

**Policy:** THI observes 10 standard Federal holidays each calendar year

**Plan Year:** January 1<sup>st</sup> to December 31<sup>st</sup> of each calendar year

**Eligibility:** All regular, full time and  $\frac{3}{4}$  time status employees are eligible to be paid for these holidays.

**Holiday Pay:** In order to receive holiday pay each Employee must enter the appropriate hours under the "Holiday" charge description on their timesheet.

- **Full Time Status:** 8 hours
- **$\frac{3}{4}$  Time Status:** 6 hours

### Observed Holidays:

<b>New Year's Day</b>	<b>Friday, January 1</b>
<b>Martin Luther King's Birthday</b>	<b>Monday, January 18</b>
<b>President's Day</b>	<b>Monday, February 15</b>
<b>Memorial Day</b>	<b>Monday, May 31</b>
<b>Independence Day</b>	<b>Monday, July 5</b>
<b>Labor Day</b>	<b>Monday, September 6</b>
<b>Columbus Day</b>	<b>Monday, October 11</b>
<b>Veterans Day</b>	<b>Thursday, November 11</b>
<b>Thanksgiving Day</b>	<b>Thursday, November 25</b>
<b>Christmas Day</b>	<b>Friday, December 24</b>

**Note:** Some employees may be eligible for additional holidays as outlined in the individual's specific Wage Determination. In addition, individual holiday schedules may differ from those listed below based upon the contract requirements.