



CITY OF CLOVIS

CITY HALL • 1033 FIFTH STREET • CLOVIS, CA 93612

TO: Departments for Posting
FROM: Lori Shively, Personnel/Risk Manager
DATE: November 25, 2015
SUBJECT: 2016 Holidays

The following holidays will be observed by the City in 2016:

New Year's Day 2016	Friday, January 1
Martin Luther King, Jr. Day	Monday, January 18
Presidents' Day	Monday, February 15
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Veterans' Day	Friday, November 11
Thanksgiving Day	Thursday, November 24
Friday after Thanksgiving	Friday, November 25
Christmas Day	Monday, December 26
New Year's Day 2017	Monday, January 2, 2017

*The latter four (4) hours of the workday before Christmas or New Year's Day. In order to maintain operations, Department Heads shall have discretion over scheduling.

*One (1) floating day to be used for the employee's birthday or another work day selected by the mutual agreement of the employee and employer.

Please post this in each Division.

*CEA, CPSEA, CPTA, CPWEA, CTFP, TEBU and Management Positions.

(POA:Holidays – 2016)

City Manager (559) 324-2060 • Community Services (559) 324-2750 • Engineering (559) 324-2350
Finance (559) 324-2101 • Fire (559) 324-2200 • General Services (559) 324-2060 • Personnel/Risk Management 324-2725
Planning & Development Services (559) 324-2340 • Police (559) 324-2400 • Public Utilities (559) 324-2600
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