

OAKLAND HOUSING AUTHORITY  
Inter-Office Memorandum

To: **ALL ELIGIBLE EMPLOYEES**

From: The Human Resources Department

Date: October 12, 2009

Subject: **2010 HOLIDAY SCHEDULE!**

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**The following days shall be observed as paid holidays in 2010:**

JANUARY 1	Friday	New Years Day
JANUARY 18	Monday	M.L. King Jr.'s Birthday
FEBRUARY 15	Monday	President's Day
MARCH 29	Monday	Cesar Chavez's Birthday
MAY 31	Monday	Memorial Day
JULY 5	Monday	Independence Day
SEPTEMBER 6	Monday	Labor Day
SEPTEMBER 9	Thursday	Admission Day
NOVEMBER 11	Thursday	Veteran's Day
NOVEMBER 25	Thursday	Thanksgiving Day
NOVEMBER 26	Friday	Day after Thanksgiving Day
DECEMBER 23	Thursday	<b>1/2 Day – Christmas Eve</b>
DECEMBER 24	Friday	Christmas Day
DECEMBER 30	Thursday	<b>1/2 Day – New Years Eve</b>

One floating holiday will be earned on Monday, October 11, 2010 for Columbus Day.

**Please note that half days shall be observed in the afternoon and are based on a 7.5-hour or 8.0-hour regular workday. Employees on an Alternate Work Schedule will be required to supplement their ½ day holidays as appropriate pursuant to the Alternate Work Schedule Program guidelines.**

c:holidays/2010