

OAKLAND HOUSING AUTHORITY
Inter-Office Memorandum

To: **ALL ELIGIBLE EMPLOYEES**

From: The Human Resources Department

Date: October 10, 2007

Subject: **2008 HOLIDAY SCHEDULE!**

The following days shall be observed as paid holidays in 2008:

JANUARY 1	Tuesday	New Years Day
JANUARY 21	Monday	M.L. King Jr.'s Birthday
FEBRUARY 18	Monday	President's Day
MARCH 31	Monday	Cesar Chavez's Birthday
MAY 26	Monday	Memorial Day
JULY 4	Friday	Independence Day
SEPTEMBER 1	Monday	Labor Day
SEPTEMBER 9	Tuesday	Admission Day
NOVEMBER 11	Tuesday	Veteran's Day
NOVEMBER 27	Thursday	Thanksgiving Day
NOVEMBER 28	Friday	Day after Thanksgiving Day
DECEMBER 24	Wednesday	1/2 Day - Christmas Eve
DECEMBER 25	Thursday	Christmas Day
DECEMBER 31	Wednesday	1/2 Day - New Years Eve

One floating holiday will be earned on Monday, October 13, 2008 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/2008