

OAKLAND HOUSING AUTHORITY  
Inter-Office Memorandum

To: **ALL ELIGIBLE EMPLOYEES**

From: The Human Resources Department

Date: September 19, 2008

Subject: **2009 HOLIDAY SCHEDULE!**

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**The following days shall be observed as paid holidays in 2009:**

JANUARY 1	Thursday	New Years Day
JANUARY 19	Monday	M.L. King Jr.'s Birthday
FEBRUARY 16	Monday	President's Day
MARCH 30	Monday	Cesar Chavez's Birthday
MAY 25	Monday	Memorial Day
JULY 3	Friday	Independence Day
SEPTEMBER 7	Monday	Labor Day
SEPTEMBER 9	Wednesday	Admission Day
NOVEMBER 11	Wednesday	Veteran's Day
NOVEMBER 26	Thursday	Thanksgiving Day
NOVEMBER 27	Friday	Day after Thanksgiving Day
DECEMBER 24	Thursday	<b>1/2 Day – Christmas Eve</b>
DECEMBER 25	Friday	Christmas Day
DECEMBER 31	Thursday	<b>1/2 Day – New Years Eve</b>

One floating holiday will be earned on Monday, October 12, 2009 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/2009