



Geary County
DEPARTMENT OF HUMAN RESOURCES

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MEMORANDUM

DATE: August 9, 2017
TO: All Geary County Employees
FROM: Jon Thummel, Director *JT*
RE: 2018 Holiday Schedule

On August 7, 2017 the Board of County Commissioners approved the 2018 Holidays. The holidays are as follows:

New Year's Day	Monday, January 1, 2018
Martin Luther King Day	Monday, January 15, 2018
President's Day	Monday, February 19, 2018
Memorial Day	Monday, May 28, 2018
Independence Day	Wednesday, July 4, 2018
Labor Day	Monday, September 3, 2018
Columbus Day	Monday, October 8, 2018
Veteran's Day	Monday, November 12, 2018
Thanksgiving Holidays	Thursday and Friday, November 22 and 23, 2018
Christmas Holidays	Monday and Tuesday, December 24 and 25, 2018

In addition to the above holidays, the employee's birthday will also be considered a holiday for 2018. The day should be taken on the employee's birthday, or if that is not practical for departmental needs, then another day may be designated within two (2) weeks of the employee's birthday. If not used within the parameters above, it shall be forfeited.

The designated holiday is for a period that the employee is scheduled for on that day up to a maximum of eight (8) hours. This benefit shall be for full time benefit eligible employees only. No unused holidays are payable upon separation of employment.