

# Office of the State Court Administrator

## Human Resources



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**Eric Philp**  
*Probation Services*

TO: All Judicial Department Employees  
FROM: Eric Brown, Director of Human Resources  
DATE: 06/30/2015  
RE: Calendar Year 2016 Holiday Schedule

The following are the legal holidays for the calendar year 2016:

Friday, January 1 <sup>st</sup> , 2016	New Year's Day
Monday, January 18 <sup>th</sup> , 2016	Martin Luther King Day
Monday, February 15 <sup>th</sup> , 2016	President's Day
Monday, May 30 <sup>th</sup> , 2016	Memorial Day
Monday, July 4 <sup>th</sup> , 2016	Independence Day
Monday, September 5 <sup>th</sup> , 2016	Labor Day
Monday, October 10 <sup>th</sup> , 2016	Columbus Day
Friday, November 11 <sup>th</sup> , 2016	Veteran's Day
Thursday, November 24 <sup>th</sup> , 2016	Thanksgiving Day
Monday, December 26 <sup>th</sup> , 2016	Observance for Christmas Day

Administrative Authorities have the discretion to grant requests for César Chávez Day (March 31<sup>st</sup>) in lieu of another holiday within the same fiscal year. When granting such requests, the court or probation department must be open and minimally operational on both days (holiday and March 31<sup>st</sup>) and employees must be able to perform work.

Please enjoy the holidays safely! Contact your HR Analyst with any questions.

# HR