
**BOARD OF COUNTY COMMISSIONERS
HILLSBOROUGH COUNTY
TAMPA, FLORIDA 33601**

BOARD POLICY - SECTION NUMBER: 07.05.01.00

SUBJECT: HOLIDAY SCHEDULE
EFFECTIVE DATE: OCTOBER 17, 1984
SUPERSEDES: PRIOR YEAR ANNUAL HOLIDAY SCHEDULE

Purpose:

To provide and publish an annual schedule of holidays as approved by the Board of County Commissioners.

Policy:

The Board of County Commissioners approves and adopts an annual schedule of holidays for all organizations and employees under the Board.

Responsibilities:

The County Administrator is charged by the Board of County Commissioners to present a yearly schedule of holidays for its consideration prior to the beginning of the fiscal year and to disseminate the approved schedule.

Attachment: Annual Holiday Schedule

Approved By: Board of County Commissioners
Approval Date: October 17, 1984

1996 HOLIDAY SCHEDULE

<u>5-DAY WORK WEEK EMPLOYEES</u>		<u>HOURS</u>
NEW YEAR'S DAY	MONDAY, JANUARY 1	8
MARTIN LUTHER KING	MONDAY, JANUARY 15	8
MEMORIAL DAY	MONDAY, MAY 27	8
INDEPENDENCE DAY	THURSDAY, JULY 4	8
LABOR DAY	MONDAY, SEPTEMBER 2	8
VETERAN'S DAY	MONDAY, NOVEMBER 11	8
THANKSGIVING	THURSDAY, NOVEMBER 28 FRIDAY, NOVEMBER 29	8
CHRISTMAS	TUESDAY, DECEMBER 24 WEDNESDAY, DECEMBER 25	8
FLOATING HOLIDAY*	EMPLOYEE'S CHOICE	8
FLOATING HOLIDAY*	EMPLOYEE'S CHOICE	<u>8</u>
		96

4-DAY WORK WEEK EMPLOYEES (MONDAYS OFF)

NEW YEAR'S DAY	MONDAY, JANUARY 1	Monday Off
MARTIN LUTHER KING DAY	TUESDAY, JANUARY 16	10
MEMORIAL DAY	TUESDAY, MAY 28	10
INDEPENDENCE DAY	THURSDAY, JULY 4	10
LABOR DAY	TUESDAY, SEPTEMBER 3	10
VETERAN'S DAY	MONDAY, NOVEMBER 11	Monday Off
THANKSGIVING	THURSDAY, NOVEMBER 28 FRIDAY, NOVEMBER 29	10
CHRISTMAS	TUESDAY, DECEMBER 24 WEDNESDAY, DECEMBER 25	10
FLOATING HOLIDAY*	EMPLOYEE'S CHOICE	10
FLOATING HOLIDAY*	EMPLOYEE'S CHOICE	<u>6</u>
		96

4-DAY WORK WEEK EMPLOYEES (FRIDAYS OFF)

NEW YEAR'S DAY	MONDAY, JANUARY 1	10
MARTIN LUTHER KING DAY	MONDAY, JANUARY 15	10
MEMORIAL DAY	MONDAY, MAY 27	10
INDEPENDENCE DAY	THURSDAY, JULY 4	10
LABOR DAY	MONDAY, SEPTEMBER 2	10
VETERAN'S DAY	MONDAY, NOVEMBER 11	10
THANKSGIVING	THURSDAY, NOVEMBER 28 FRIDAY, NOVEMBER 29	10 FRIDAY OFF
CHRISTMAS	WEDNESDAY, DECEMBER 25	10
FLOATING HOLIDAY*	EMPLOYEE'S CHOICE	10
FLOATING HOLIDAY*	EMPLOYEE'S CHOICE	<u>6</u>
		96

*Individuals hired as permanent employees after January 1 of the calendar year will not be granted floating holidays during the calendar year. Floating Holidays do not have to be taken consecutively, however, they must be used in 1996 and in two work days. Appointing Authorities who have employees in the Plant City area may designate one of the two Floating Holidays as Strawberry Festival Parade Day.