



TO: AGENCY HEADS AND AGENCY PERSONNEL ADMINISTRATORS
DT: February 28, 2003
RE: Observance of Holidays - 2004

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ALAN J. MAZZOLA
Deputy Commissioner

The Holidays to be observed by the State of Connecticut in 2004 are:

2004	HOLIDAY	OBSERVED ON
January 1, 2004	New Year's Day	Thursday, January 1, 2004
January 15, 2004	Martin Luther King's Day	Monday, January 19, 2004
February 12, 2004	Lincoln's Birthday	Thursday, February 12, 2004
February 22, 2004	Washington's Birthday	Monday, February 16, 2004
April 9, 2004	Good Friday *	Friday, April 9, 2004
May 30, 2004	Memorial Day	Monday, May 31, 2004
July 4, 2004	Independence Day	Monday, July 5, 2004
September 6, 2004	Labor Day	Monday, September 6, 2004
October 12, 2004	Columbus Day	Monday, October 11, 2004
November 11, 2004	Veterans' Day	Thursday, November 11, 2004
November 25, 2004	Thanksgiving Day **	Thursday, November 25, 2004
December 25, 2004	Christmas Day	Friday, December 24, 2004

*The day designated by the Governor as a day of Fasting and Prayer.

**The day designated by the Governor as a day of Thanksgiving.

For 2005, the first holiday is New Year's Day. This holiday will be observed on Friday, December 31, 2004.

Individual collective bargaining agreements are to be consulted to determine provisions regarding holiday compensation and/or compensatory time off for work performed on a holiday. Employees not covered by collective bargaining units shall receive holiday benefits in accordance with Section 5-254 of the General Statutes which states, "(a) Each full-time permanent employee in the state service shall be granted time off with pay for any legal holiday. If a legal holiday falls on a Saturday, employees shall be granted equivalent time off on the Friday immediately preceding such Saturday or given another day off in lieu thereof. The Commissioner of Administrative Services may issue regulations governing the granting of holiday time to other employees in the state service. (b) Any employee in the state service compensated on an hourly or per diem basis shall be entitled to time off with pay commensurate with any time granted by order of the Governor to salaried employees with pay. (c) No state employee shall be required to work any legal holiday solely by reason of the convening of the general assembly on such day."

This information may also be found on the Department of Administrative Services' website – Human Resources page. If you have any questions concerning the observance of 2004 Holidays, please contact Shari Grzyb via Email at shari.grzyb@po.state.ct.us.

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