

2024 Paid Holiday Schedule

Lower 48

HOLIDAY	OBSERVANCE DATE	WEEKDAY
New Year's Day	January 1, 2024	Monday
Martin Luther King Jr. Day	January 15, 2024	Monday
President's Day*	February 19, 2024	Monday
Memorial Day	May 27, 2024	Monday
Independence Day	July 4, 2024	Thursday
Labor Day	September 2, 2024	Monday
Thanksgiving Day	November 28 & 29, 2024	Thursday & Friday
Christmas Eve/Day	December 24 & 25, 2024	Tuesday & Wednesday

^{*}MOTLEY - substitute President's Day with Easter Monday (Monday - April 1, 2024)

Canada

3		
HOLIDAY	OBSERVANCE DATE	WEEKDAY
New Year's Day	January 1, 2024	Monday
Victoria Day	May 20, 2024	Monday
Canada Day	July 1, 2024	Monday
Civic Holiday	August 5, 2024	Monday
Labour Day	September 2, 2024	Monday
Thanksgiving Day	October 14 & 15, 2024	Monday & Tuesday
Remembrance Day	November 11, 2024	Monday
Christmas Day	December 25, 2024	Wednesday
Boxing Day	December 26, 2024	Thursday
Boxing Bay	B 0001111001 20, 202 1	Trialoday

It is very important for non-exempt employees to note that all vacation time taken either before or after a company holiday must be pre-approved by your supervisor to ensure there is adequate staff available to support and serve our customers' needs. As a reminder, vacation time for non-exempt employees may only be taken in whole hour increments. Exempt employees must take vacation in half or full day increments.

Note: Vacation, Sick Leave, Bereavement and Holiday hours do not count towards 40 hours worked in a week for purposes of calculating overtime pay.

To be eligible for holiday pay the day that the holiday is celebrated must fall on one of your *regularly schedule* workdays.

Vacation Limit – The max an employee can have is one and one half (1.5) times their annual vacation accrual. Alaska based employees are also capped at 120 days so either hitting the maximum hours limit or the maximum days limit would cause the accrual to temporarily stop. When vacation is taken again and the total accrued amount falls below the maximum, vacation accrual will begin again on the next pay period.

^{*}CARROLLTON - substitute President's Day with Good Friday (Friday - March 29, 2024)