


ADMINISTRATIVE OFFICE OF THE COURTS

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MEMORANDUM

TO: Judicial Branch of Government
FROM: Marion R. Warren, Director 
SUBJECT: Calendar Year 2019 Holiday Schedule

The 2019 holiday schedule for the Judicial Branch of Government is the same for the Executive Branch, allowing for twelve holidays.

Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2019	Tuesday
Martin Luther King, Jr.'s Birthday	January 21, 2019	Monday
Good Friday	April 19, 2019	Friday
Memorial Day	May 27, 2019	Monday
Independence Day	July 4, 2019	Thursday
Labor Day	September 2, 2019	Monday
Veteran's Day	November 11, 2019	Monday
Thanksgiving Day	November 28 & 29, 2019	Thursday & Friday
Christmas	December 24, 25, & 26, 2019	Tuesday, Wednesday & Thurs.

Please remember that any variations in this schedule could result in overtime and premium pay costs, for which funds have not been budgeted. For this reason, any adjustment or change in this holiday schedule must be approved in advance by me. After receiving such approval, should court be held on a scheduled holiday requiring some of your employees to work, the employees will be granted an alternate day off, plus holiday premium pay. Please contact the NCAOC Human Resources Division if this occurs to determine who is eligible for holiday premium pay, and the procedures necessary to make appropriate payments.