



HURON-CLINTON METROPOLITAN AUTHORITY

HUMAN RESOURCES DEPARTMENT
EMPLOYEE COMMUNICATION

DATE: October 20, 2017

TO: All HCMA Full-Time Employees
FROM: Human Resources Department
RE: 2018 Holiday Schedule

Holiday	Date Observed	Day	Police Department Observance
New Year's Day	1/1/2018	Monday	Same
Martin Luther King, Jr. Day	1/15/2018	Monday	Same
President's Day	2/19/2018	Monday	Same
Memorial Day	5/28/2018	Monday	Same
Independence Day	7/4/2018	Wednesday	Same
Labor Day	9/3/2018	Monday	Same
Columbus Day	10/8/2018	Monday	Same
Veteran's Day	11/12/2018	Monday	11/11/2018
Thanksgiving Day	11/22/2018	Thursday	Same
Friday after Thanksgiving	11/23/2018	Friday	Same
Christmas Eve	12/24/2018	Monday	Same
Christmas Day	12/25/2018	Tuesday	Same
New Year's Eve	12/31/2018	Monday	Same

NOTE: 2018 Daylight Saving Time begins on March 11 and ends on November 4.

Employees will be allowed to observe religious holidays or recognized holidays other than those listed above by agreeing to work one of the listed holidays at straight time. Requests must be approved in writing by employee's District Park Manager/Department Head. Forms can be obtained from a Park Support Specialist or from Payroll.