



JOINT FORCE HEADQUARTERS – COLORADO
HUMAN RESOURCES OFFICE
COLORADO NATIONAL GUARD
6848 SOUTH REVERE PARKWAY
CENTENNIAL, COLORADO 80112-6709

JFHQ-CO/HRO

22 October 2015

MEMORANDUM FOR: All Colorado National Guard Full-Time Employees

SUBJECT: 2016 Holiday Schedule

1. The purpose of this memorandum is to provide guidance as to what days/dates will be observed as time-off for the upcoming holidays for calendar year 2016.

Date of Holiday	Federal Holiday	Date Observed for 4-10 Schedule
Friday, 1 January 2016	New Year's Day	Friday, 1 January 2016
Monday, 18 January 2016	Martin Luther King Day	Friday, 15 January 2016
Monday, 15 February 2016	Washington's Birthday	Friday, 12 February 2016
	<ul style="list-style-type: none">This holiday is designated as "Washington's Birthday" in section 5 USC 6103(a), which is the law that specifies holidays for Federal employees. Though other institutions such as state and local governments and private businesses may use other names, it is OPM's policy to always refer to holidays by the names designated by the law.	
Monday, 30 May 2016	Memorial Day	Friday, 27 May 2016
Monday, 4 July 2016	Independence Day	Tuesday, 5 July 2016
Monday, 5 September 2016	Labor Day	Friday, 2 September 2016
Monday, 10 October 2016	Columbus Day	Friday, 7 October 2016
Friday, 11 November 2015	Veteran's Day	Friday, 11 November 2016
Thursday, 24 November 2016	Thanksgiving Day	Workweek change-Mon – Weds (Thurs - LH / Fri – Day Off)
Monday, 26 December 2016	Christmas Day	Friday, 23 December 2016
	<ul style="list-style-type: none">December 25, 2016 (the legal public holiday for Christmas Day), falls on a Sunday. Monday, December 26, will be treated as a holiday for pay and leave purposes. (See section 3(a) of Executive order 11582, February 11, 1971).	
Monday, 02 January 2017	New Year's Day	Friday, 30 December 2016
	<ul style="list-style-type: none">January 1, 2017 (the legal public holiday for New Year's Day), falls on a Sunday. Monday, January 2, will be treated as a holiday for pay and leave purposes. (See section 3(a) of Executive order 11582, February 11, 1971).	

2. Questions concerning this memorandum may be addressed to CMSgt Tricia Heistermann at tricia.b.heistermann.mil@mail.mil or at (720) 250-1172 or DSN 250-1172.


H. MICHAEL EDWARDS, Maj Gen, COANG
The Adjutant General
Commander, Joint Force Headquarters Colorado