The following bi-weekly pay periods and paydays for the year 2021 are to be used for leave accrual purposes and to establish employee leave and pay anniversary dates.

<table>
<thead>
<tr>
<th>PP#</th>
<th>Pay Period Begin</th>
<th>Pay Period End</th>
<th>Pay Day</th>
<th>PP#</th>
<th>Pay Period Begin</th>
<th>Pay Period End</th>
<th>Pay Day</th>
</tr>
</thead>
</table>

* Revised schedule for time collection (ePARs) due to holiday

The following are the County observed holidays for the year 2021:

- New Year’s Day, Friday, January 1, 2021
- Martin Luther King’s Birthday, Monday, January 18
- President’s Day, Monday, February 15
- Memorial Day, Monday, May 31
- Independence Day, Monday, July 5
- Labor Day, Monday, September 6
- Columbus Day, Monday, October 11
- Veteran’s Day, Thursday, November 11
- Thanksgiving Day, Thursday, November 25
- Friday after Thanksgiving, Friday, November 26
- Christmas Day, Friday, December 24
- Employee’s Birthday
- Floating Holiday(s) – in accordance with the employee’s collective bargaining agreement

The Floating Holiday(s) is to be taken at the mutual convenience of the employee and the department. This holiday is not compensable and cannot be accrued or transferred from one fiscal year to the next. Only career employees having more than nine (9) pay periods of County service are eligible to use this holiday. The employee earns this holiday(s) at the beginning of each fiscal year (October 1st).

The Birthday Holiday is also taken at the mutual convenience of the employee and the department and must be taken within six months of occurrence or it is forfeited. Neither the Birthday Holiday nor the Floating Holiday(s) is paid out at separation.

Employees who are out of pay status for any portion of the day before or after a holiday will not be eligible to be paid for, or bank, the holiday.

c: Office of the Mayor Senior Staff
   Departmental Personnel Representatives
   Human Resources Senior Staff
   Union Presidents