

**SOUTHERN STONE COUNTY FIRE PROTECION DISRICT**

**TITLE: Holidays**

**REVISED:** 05/15/2008

**APPLIES TO:** All Personnel

**POLICY:** # 1700.8

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Southern Stone County Fire Protection District will grant holiday time off to all employees on the holidays listed below:

New Year's Day (January 1)  
Memorial Day (Last Monday in May)  
Independence Day (July 4)  
Labor Day (First Monday in September)  
Veterans Day (November 12)  
Thanksgiving (Fourth Thursday in November)  
Day after Thanksgiving  
Christmas (December 25)

Southern Stone County Fire Protection District will grant paid holiday time off to all eligible employees who have completed ninety (90) calendar days of service in an eligible employment classification. Holiday pay will be calculated based on the employee's straight-time pay rate (as of the date of the holiday) times the number of hours the employee would otherwise have worked on that day. Eligible employee classification(s):

Regular full-time employees

A recognized holiday that falls on a Saturday will be observed on the preceding Friday. A recognized holiday that falls on a Sunday will be observed on the following Monday.

If a recognized holiday falls during an eligible employee's paid absence (such as vacation or sick leave), holiday pay will be provided instead of the paid time off benefit that would otherwise have applied.

If eligible nonexempt employees work on a recognized holiday, they will receive holiday pay plus wages at their straight-time rate for the hours worked on the holiday.

Paid time off for holidays will be counted as hours worked for the purposes of determining whether overtime pay is owed.