



October 22nd, 2019

MEMORANDUM

To: DAV Department of California Employees
From: Dan Contreras, Adjutant
Sub: Holiday Routine; Thanksgiving, Christmas and New Year

In accordance with current Department Directives the following days are authorized as paid Holiday days off for 2020-21

Wednesday	November 11th		<i>Veterans Day</i>
Thursday	November 26th - Friday	November 29th	<i>Thanksgiving Day</i>
Thursday	December 24th - Friday	January 1st 2021	<i>Christmas – New Years</i>

As usual, there will be no charge to your leave balance if in compliance with the DAV Dept. of California Employee Handbook; and please note that HQ will exercise a generous leave policy if leave is previously requested in-concurrence with the given End-of-the-Year Holiday break.

In the event your assigned work place is supervised by other than the DAV – Department of California, closes on days or portions of days other than those listed above, a request for paid time off must be submitted.

If there are any questions, comments or concerns, please contact HQ; (562) 404-1266.

Respectfully,

Daniel Contreras, PSC, National 4th Jr. Vice Commander
CEO-Adjutant