

DATE: January 2, 2024

TO: All Employees

FROM: Lisa Landry, Director of Human Resources

RE: 2024 & 2025 Holidays

In an effort to resolve future confusion regarding holiday pay differential, the following table has been developed. The **RFGH observed** and **actual** holidays are not always the same each year. **Please keep in mind that because we must care for patients 24/7, it is necessary for service departments to staff appropriately in order to meet the needs of our patients regardless of the observed or actual holiday.**

Only those hourly employees who are required to work on the actual paid holiday will be eligible for the holiday differential pay. The differential pay **BEGINS** at 11pm **THE NIGHT BEFORE THE PAID HOLIDAY** and **ENDS** at 11pm the **NIGHT OF THE PAID HOLIDAY**.

| 2024 | 2024 | 2024 | 2024 |
|-------------------------|------------------------|------------------------|--------------------------|
| HOLIDAY | OBSERVED | ACTUAL | PAID DIFFERENTIAL |
| New Year's Day | Monday, January 1 | Monday, January 1 | Monday, January 1 |
| Memorial Day | Monday, May 27 | Monday, May 27 | Monday, May 27 |
| Independence Day | Thursday, July 4 | Thursday, July 4 | Thursday, July 4 |
| Labor Day | Monday, September 2 | Monday, September 2 | Monday, September 2 |
| Veterans Day | Monday, November 11 | Monday, November 11 | Monday, November 11 |
| Thanksgiving Day | Thursday, November 28 | Thursday, November 28 | Thursday, November 28 |
| Christmas Day | Wednesday, December 25 | Wednesday, December 25 | Wednesday, December 25 |
| 2025 | 2025 | 2025 | 2025 |
| HOLIDAY | OBSERVED | ACTUAL | PAID DIFFERENTIAL |
| New Year's Day | Wednesday, January 1 | Wednesday, January 1 | Wednesday, January 1 |
| Memorial Day | Monday, May 26 | Monday, May 26 | Monday, May 26 |
| Independence Day | Friday, July 4 | Friday, July 4 | Friday, July 4 |
| Labor Day | Monday, September 1 | Monday, September 1 | Monday, September 1 |
| Veterans Day | Tuesday, November 11 | Tuesday, November 11 | Tuesday, November 11 |
| Thanksgiving Day | Thursday, November 27 | Thursday, November 27 | Thursday, November 27 |
| Christmas Day | Thursday, December 25 | Thursday, December 25 | Thursday, December 25 |