



Jonathan C. Wangel
Sr. Assistant Vice President
Labor Relations
 55 Water Street, 26th Floor
 New York, NY 10041
 Jonathan.Wangel@nychhc.org

TO: Human Resources Directors

FROM: Jonathan C. Wangel *JW RER*

DATE: September 8, 2022

SUBJECT: Dates of Observance of Paid Holidays for Calendar Year 2023 pursuant to the Citywide Agreement, Appendix A of the Prevailing Rate Agreements, Operating Procedure 20-26, and other collectively bargained agreements

Below, please find the dates of observance of paid holidays for calendar year 2023. This schedule applies to both Group 11 and Group 12 employees.

<u>Holiday</u>	<u>Date Observed</u>
New Year's Day	January 2, 2023 (Monday)
Martin Luther King Jr.'s Birthday*	January 16, 2023 (Monday)
Lincoln's Birthday*	February 13, 2023 (Monday)
Washington's Birthday (Presidents' Day)	February 20, 2023 (Monday)
Memorial Day	May 29, 2023 (Monday)
Juneteenth*	June 19, 2023 (Monday)
Independence Day	July 4, 2023 (Tuesday)
Labor Day	September 4, 2023 (Monday)
Indigenous Peoples' Day/Italian Heritage Day/Columbus Day*	October 9, 2023 (Monday)
Election Day*	November 7, 2023 (Tuesday)
Veterans' Day	November 10, 2023 (Friday)
Thanksgiving Day	November 23, 2023 (Thursday)
Christmas Day	December 25, 2023 (Monday)

***See notes on Page 2 for exceptions**

Lincoln's Birthday: Interpretive Memorandum No. 84, issued by the City's Office of Labor Relations on July 15, 1996, announced that, effective January 1, 1997, the Citywide Agreement was amended to delete Lincoln's Birthday from the list of regular holidays for unionized employees (except those in prevailing rate titles) and to designate it, instead, as a "floating holiday." The Citywide Agreement was modified further to eliminate the floating holiday for covered employees newly hired on or after July 1, 2004.¹ Additionally, employees in the Staff Nurse collective bargaining unit are not entitled to the floating holiday.

The treatment of Lincoln's Birthday as a floating holiday continues to apply to Group 11 employees hired before July 15, 2004, but is eliminated for those newly hired on or after that date. The floating holiday must be used as outlined in Interpretive Memorandum No. 84. Please note that unless otherwise provided by an individual Comptroller's Determination, Lincoln's Birthday continues to be a holiday for employees in all prevailing rate titles except for City Laborers and Electricians. Effective Calendar Year 2021, Lincoln's Birthday shall be converted to a floating holiday for Electricians, Supervisor Electricians, and Electrician's Helpers. Use of the floating holiday for the Electricians Unit will be pursuant to the rules contained in the Citywide Agreement/Interpretive Memorandum No. 84 concerning floating holidays.

Juneteenth: In accordance with the April 22, 2022 side-letter between District Council 37, the City of New York and NYC H+H, the 2001-2021 Citywide Agreement was amended to include Juneteenth as a regular holiday with pay. Additional side letters for Unions and Locals not covered by the Citywide Agreement have also been executed to include Juneteenth as a paid holiday.

Registered Professional Nurses: Employees in the Staff Nurse collective bargaining unit, except those in the titles Home Health Nurse (Per Visit) and Staff Nurse (Per Hour), are entitled to nine of the above paid holidays. The following are not paid holidays for this unit: Martin Luther King's Birthday, Lincoln's Birthday, Columbus Day and Election Day. As noted above, nurses in the Staff Nurse collective bargaining unit are not entitled to the floating holiday.

- c: Andrea Cohen
Vice Presidents/Executive Directors
Yvette Villanueva
Tatyana Seta
Scott Van Orden
Sonia Duenas
Andrea Chilaka
Tonya Morgan
Labor Relations Officers
Payroll Managers

¹ This modification to the Citywide Agreement, which is part of a package of modifications, does not apply to new employees in collective bargaining units that received a waiver. The number of units with waivers may change through collective bargaining. Currently, the collective bargaining units that have a waiver are:

- CBU 121, Institutional Titles (Local 237)
- CBU 047, Special Officers (Local 237)
- CBU 142, Public Information (Local 237)
- CBU 075, Staff Nurses (NYSNA) (see above)
- CBU 087, Pharmacists and Dietitians (1199)
- CBU 093, Microbiologists (1199)
- CBU 065, Licensed Practical Nurse (1199)
- CBU 035, Clinicians (Doctors Council)

JANUARY						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

HOLIDAYS	
<u>New Year's Day</u> Sunday, January 1st Observed on 1/2/2023	
<u>Martin Luther King Jr's B-Day</u> Monday, January 16th	
<u>Lincoln's B-Day (Floating)</u> Monday, February 13th Eligible for employee hired before 7/1/2004	
<u>President's Day</u> Monday, February 20th	
<u>Memorial Day</u> Monday, May 29th	
<u>Juneteenth National Independence Day</u> Monday, June 19th	
<u>Independence Day</u> Tuesday, July 4th	
<u>Labor Day</u> Monday, September 4th	
<u>Columbus Day</u> Monday, October 9th	
<u>Election Day</u> Tuesday, November 7th	
<u>Veteran's Day</u> Saturday, November 11th Observed on 11/10/2023	
<u>Thanksgiving Day</u> Thursday, November 23rd	
<u>Christmas Day</u> Monday, December 25th	

JULY						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		


DECEMBER						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

 Holiday  Payday

MEMORANDUM

DATE: April 27, 2022

TO: Chief Executive Officer, SVP/VP
Director of Human Resources

FROM: Yvette Villanueva 

SUBJECT: Addendum to Operating Procedure 20-26
Holidays for Managerial (Group 11) Employees

1. The following are regular paid holidays:
 - **New Year's Day**
 - **Martin Luther King, Jr. Day**
 - **Floating Holiday (Lincoln's Birthday)-Only for employees hired on or before 7/14/04**
 - **Washington's Birthday**
 - **Memorial Day**
 - **Juneteenth National Independence Day (New)**
 - **Independence Day**
 - **Labor Day**
 - **Columbus Day**
 - **Election Day**
 - **Veteran's Day**
 - **Thanksgiving Day**
 - **Christmas Day**
2. Holidays shall be considered seven-hour day for full-time employees. Part-time employees shall be paid only for holidays on which they are scheduled to work. Holiday pay for part-time employees is pro-rated based on the total number of hours the employee is scheduled to work per week.
3. Whenever an employee is requested or required to work on one of the above paid holidays, employee may take another day off within a 12-month period, in lieu of the holiday worked. This time is forfeited if not taken within 12 months of the actual or observed day from which it was originally generated.
4. The Payroll Department will monitor the use and forfeiture of holidays/floating holidays annually and employees will see the reduction reflected in their annual timekeeping balance review document.
5. Employees may **not** buy out holiday day leave balances.
6. If an employee who is entitled to a paid holiday has not taken off a day in lieu of a holiday worked, the employee is entitled, upon separation, to payment for that holiday, provided that 12 months has not elapsed since the date of the holiday. For employees separated on or after October 21, 2019, unused accrued holidays that are eligible for pay upon termination shall be paid at the pay rate in effect at the time of separation.
7. Floating Holiday: Lincoln's Birthday is no longer designated as a regular paid holiday for Group 11 employees. Instead, employees hired on or before July 14, 2004 are entitled to one floating holiday in each calendar year during which the employee is in active pay status prior to Lincoln's Birthday of that year. Employees hired after July 14, 2004 are not entitled to Lincoln's Birthday and/or the floating holiday. Employees must use the floating holiday in the calendar year in which it was earned; it may not be carried over into a succeeding year, nor is it eligible for payment upon separation of service.

cc: M. Katz, President/CEO

JANUARY						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE						
S	M	T	W	Th	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

HOLIDAYS	
<u>New Year's Day</u>	Saturday, January 1st Observed on 12/31/2021
<u>Martin Luther King Jr's B-Day</u>	Monday, January 17th
<u>Lincoln's B-Day (Floating)</u>	Friday, February 11th Eligible for employee hired before 7/1/2004
<u>President's Day</u>	Monday, February 21st
<u>Memorial Day</u>	Monday, May 30th
<u>Juneteenth National Independence Day</u>	Sunday, June 19th Observed on 6/20/2022
<u>Independence Day</u>	Monday, July 4th
<u>Labor Day</u>	Monday, September 5th
<u>Columbus Day</u>	Monday, October 10th
<u>Election Day</u>	Tuesday, November 8th
<u>Veteran's Day</u>	Friday, November 11th
<u>Thanksgiving Day</u>	Thursday, November 24th
<u>Christmas Day</u>	Sunday, December 25th Observed on 12/26/2022

JULY						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

 Holiday  Payday