

## MEMORANDUM

**Date:** December 14, 2018

**To:** NOWCC/SEE Program Enrollees, Field Directors, EPA Monitors & EPA SEE Coordinators

**From:** Aleth Almelor, Payroll Director

**Subject:** 2019 Holiday Schedule

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The following are the official holidays to be observed by the SEE Program enrollees for 2019:

Tuesday	January 1, 2019	New Year's Day
Monday	January 21, 2019	Birthday of Martin Luther King, Jr.
Monday	February 18, 2019	Washington's Birthday
Monday	May 27, 2019	Memorial Day
Thursday	July 4, 2019	Independence Day
Monday	September 2, 2019	Labor Day
Monday	October 14, 2019	Columbus Day
Monday	November 11, 2019	Veterans Day
Thursday	November 28, 2019	Thanksgiving Day
Wednesday	December 25, 2018	Christmas Day

Enrollees also receive one Individual Holiday per calendar year. This day must be taken all at the same time – you may not break up the time in multiple days.

**Payroll Schedule for 2019**

<b>Pay Period Beginning</b>	<b>Pay Period Ending</b>	<b>Pay Date</b>
12/08/18	12/21/18	01/03/19
12/22/18	01/04/19	01/17/19
01/05/19	01/18/19	01/31/19
01/19/19	02/01/19	02/14/19
02/02/19	02/15/19	02/28/19
02/16/19	03/01/19	03/14/19
03/02/19	03/15/19	03/28/19
03/16/19	03/29/19	04/11/19
03/30/19	04/12/19	04/25/19
04/13/19	04/26/19	05/09/19
04/27/19	05/10/19	05/23/19
05/11/19	05/24/19	06/06/19
05/25/19	06/07/19	06/20/19
06/08/19	06/21/19	07/03/19
06/22/19	07/05/19	07/18/19
07/06/19	07/19/19	08/01/19
07/20/19	08/02/19	08/15/19
08/03/19	08/16/19	08/29/19
08/17/19	08/30/19	09/12/19
08/31/19	09/13/19	09/26/19
09/14/19	09/27/19	10/10/19
09/28/19	10/11/19	10/24/19
10/12/19	10/25/19	11/07/19
10/26/19	11/08/19	11/21/19
11/09/19	11/22/19	12/05/19
11/23/19	12/06/19	12/19/19