



2023 Holiday Calendar

The Town will follow the holiday schedule as published by the State of North Carolina for State Employees.

In order to receive a paid holiday, an employee must have worked the day before and the day after the holiday(s), or have been given approved paid leave.

Employees wishing to schedule time off for religious observances, other than those observed by the Town, may request vacation leave from their respective department head. The department head will attempt to arrange the work schedule so that an employee may be granted vacation leave for the religious observance. Vacation leave for religious observances may be denied only when granting leave would create an undue hardship for the Town.

The Town Manager is authorized to grant the following holidays, with pay, to all full-time employees:

- **New Year's Day** January 2, 2023
- **Martin Luther King Jr.'s Birthday** – Monday, January 16th
- **Good Friday** – Friday, April 7th
- **Memorial Day** – Monday, May 29th
- **Independence Day** – Tuesday, July 4th
- **Labor Day** – Monday, September 4th
- **Veteran's Day** – Friday, November 10th
- **Thanksgiving** – Thursday & Friday, November 23 & 24
- **Christmas** – Monday, Tuesday December 25 & 26

Christmas- 2 or 3 workdays (see following Christmas Schedule)

When Christmas falls on:	Town of Robbins Observes:
Sunday	Monday & Tuesday
Monday	Monday & Tuesday
Tuesday	Monday, Tuesday, & Wednesday
Wednesday	Tuesday, Wednesday, & Thursday
Thursday	Wednesday, Thursday, & Friday
Friday	Thursday & Friday
Saturday	Thursday & Friday

When a holiday other than Christmas Day falls on a Saturday, Friday shall be observed; if it falls on a Sunday, Monday shall be observed as the holiday.