


**California State University, Long Beach Research Foundation  
Memorandum**

**2013 RESEARCH FOUNDATION HOLIDAY SCHEDULE**

October 25, 2012

**Code: HR-13-01**

TO: Research Foundation Employees  
Project Directors

FROM: Stephanie Moreno   
Associate Director, Human Resources and Administrative Services

SUBJECT: CSULB Research Foundation 2013 Holiday Schedule

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The following is a list of CSULB Research Foundation holidays for the 2013 year:

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|---|---|
| <b>Martin Luther King, Jr. Day</b>        | Monday, January 21, 2013  |
| <b>Cesar Chavez Day</b>                   | Monday, April 1, 2013 (Observed)  |
| <b>Memorial Day</b>                       | Monday, May 27, 2013  |
| <b>Independence Day</b>                   | Thursday, July 4, 2013  |
| <b>Labor Day</b>                          | Monday, September 2, 2013   |
| <b>Veteran's Day</b>                      | Monday, November 11, 2013   |
| <b>Thanksgiving Day</b>                   | Thursday, November 28, 2013   |
| <b>Friday Following Thanksgiving Day*</b> | See note below.   |
| <b>Winter / New Year's Break</b>          | Wednesday, December 25, 2013 through Wednesday,<br>January 1, 2014 - <u>Return to work on Thursday,<br/>January 2, 2014</u> |

\* **The Friday following Thanksgiving Day is an unpaid holiday. Employees may use their accrued vacation or OPA hours for this day or opt to take the day without pay.**

Please call ext. 5-7950 if you have any questions.

Holidays2013