

# California State University, Long Beach Research Foundation

## Memorandum

### 2017 RESEARCH FOUNDATION OBSERVED HOLIDAY SCHEDULE

October 13, 2016

Code: HR-17-01

To: Research Foundation Employees  
Project Directors

From: Stephanie Moreno  
Director of Human Resources & Administrative Services

Subject: CSULB Research Foundation 2017 Observed Holiday Schedule

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The following is a list of CSULB Research Foundation observed holidays for the 2017 year:

Martin Luther King, Jr. Day	Monday, January 16, 2017
Cesar Chavez Day	Friday, March 31, 2017
Memorial Day	Monday, May 29, 2017
Independence Day	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Veterans' Day	Friday, November 10, 2017 (Observed)
Thanksgiving Day	Thursday, November 23, 2017
Friday Following Thanksgiving Day	**See Note Below
Winter/New Year's Break (6 days)	Monday, December 25, 2017 through Monday, January 1, 2018 <b><u>Return to work Tuesday, January 2, 2018</u></b>

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

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