

**MEMORANDUM**

**TO:** Agency Directors and Human Resources Directors of all agencies, departments, institutions and Commissions

**FROM:** Division of State Human Resources Director Kim Aydlette

**DATE:** July 20, 2017

**SUBJECT:** 2018 Holiday Schedule

Below are the 2018 dates on which legal holidays for South Carolina state employees will be observed. Agencies should ensure that employees in FTE positions, who do not work a normal Monday through Friday workweek, observe the same number of holidays as those employees who work the normal Monday through Friday workweek.

<u>Holiday</u>	<u>Observed on This Day</u>
New Year’s Day	Monday, January 1
Martin Luther King, Jr. Day	Monday, January 15
George Washington’s Birthday/President’s Day	Monday, February 19 <b>(College Open)</b>
Confederate Memorial Day	Thursday, May 10 <b>(College Open)</b>
National Memorial Day	Monday, May 28
Independence Day	Wednesday, July 4
Labor Day	Monday, September 3
Veterans Day	Monday, November 12 <b>(College open)</b>
Thanksgiving Day	Thursday, November 22
Day After Thanksgiving	Friday, November 23
Christmas Eve	Monday, December 24
Christmas Day	Tuesday, December 25
Day After Christmas	Wednesday, December 26

Holiday schedules of public colleges and universities, including technical colleges, shall not violate the holiday provisions above so long as the number of holidays provided for in Section 19-708.02 of the State Human Resources Regulations are not exceeded.

If you have any questions regarding holiday observance, please call 803-896-5300 or visit <https://admin.sc.gov/humanresources/agency-information/benefits-and-leave/holiday-leave>.

