POLICY & PROCEDURES MANUAL

Holidays

MAPP observes the following holidays:

Christmas Day

New Year's Day

Good Friday

*Memorial Day

July 4th

Labor Day

Thanksgiving (2 days: Thursday and Friday)

 $\ensuremath{^{*}}$ New Orleans Division will observe Mardi Gras as a holiday in lieu of Memorial Day.

Full-time salaried employees will be paid on all of these holidays.

Hourly employees will have the option to be paid for 3 of these holidays per year. Must be requested and approved in advance.