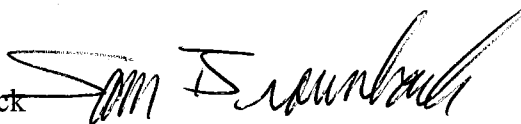


MEMORANDUM

TO: All State Agencies
FROM: Governor Sam Brownback
DATE: September 10, 2012
SUBJECT: Designated Holidays for 2013



The following are holidays for the state service in calendar year 2013.

New Year's Day	Tuesday, January 1, 2013
Martin Luther King, Jr. Day	Monday, January 21, 2013
Memorial Day	Monday, May 27, 2013
Independence Day	Thursday, July 4, 2013
Labor Day	Monday, September 2, 2013
Veterans Day	Monday, November 11, 2013
Thanksgiving Day	Thursday, November 28, 2013
	Friday, November 29, 2013
Christmas	Wednesday, December 25, 2013

Employees who are entitled to holidays should receive credit for these holidays in accordance with Kansas Administrative Regulation 1-9-2 and Office of Human Resources Bulletin 05-03.

In addition to the holidays discussed above, I am authorizing a discretionary day for state employees, which is for observance of a holiday or other special day during pay periods attributable to calendar year 2013 (Sunday, December 23, 2012 through Saturday, December 21, 2013; however, for most employees, the last day to use the 2013 Discretionary Day is Friday, December 20, 2013). This holiday should be approved in accordance with the general policy for the discretionary holiday outlined by the Secretary of Administration's Memorandum dated September 10, 2012.

SB:ms