



HUMAN RESOURCES DEPARTMENT
FORT BEND COUNTY, TEXAS

Kent M. Edwards, PHR
Director of Human Resources

To: Judge Robert Hebert
Commissioner Richard Morrison
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner James Patterson

From: Kent Edwards
Director of Human Resources

Date: July 22, 2015

Re: 2016 Holiday Schedule

Human Resources is submitting the recommended 2016 Holiday Schedule for Commissioners Court review and approval. If you have any questions regarding the schedule, please contact Kathy Novosad at 281-341-8624.



2016 Holiday Schedule

Adopted by Commissioner's Court on July 28, 2015

All Fort Bend County offices
will observe the following holidays in 2016:

New Year's Day	Friday, January 1, 2016
Birthday of Dr. Martin Luther King, Jr.	Monday, January 18, 2016
Good Friday	Friday, March 25, 2016
Memorial Day	Monday, May 30, 2016
Independence Day	Monday, July 4, 2016
Labor Day	Monday, September 5, 2016
Fort Bend County Fair Day	Friday, September 23, 2016
Veterans Day	Friday, November 11, 2016
Thanksgiving Day	Thursday, November 24, 2016
Day after Thanksgiving	Friday, November 25, 2016
Christmas Eve (observed)	Friday, December 23, 2016
Christmas Day (observed)	Monday, December 26, 2016

Note: The 2017 New Year's Day Holiday will be observed on Monday, January 2, 2017

As a reminder, Fort Bend County Employee Information Manual Policy 507 requires eligible employees to work, or be on an excused and paid day off, both the workday before and the workday following the holiday in order to receive holiday pay.

Also note that paid days off, such as paid holidays, do not count as hours worked for the purpose of overtime or compensatory time calculation.