

## 2024 HOLIDAY CALENDAR - US

New Year's Day Monday January 1, 2024

Martin Luther King Jr Day Monday January 15, 2024

Memorial Day Monday May 27, 2024

Independence Day Thursday July 4, 2024

Labor Day Monday September 2, 2024

Thanksgiving Day Thursday November 28, 2024

Day After Thanksgiving Friday November 29, 2024

Christmas Eve Tuesday December 24, 2024

Christmas Day Wednesday December 25, 2024

Two (2) Floating Holidays per year are available for employees (pro-rated for new hires – see Vacation policy). Note: each facility may designate specific day(s) for shutdown periods and require employees to use their Floating Holiday(s) and/or accrued Vacation time for a portion of the shutdown period.

## Important Payroll notes:

- > For hourly and salaried, non-exempt employees (i.e., overtime-eligible), Holiday Pay hours count toward overtime eligibility, while Floating Holiday hours do not, unless a Floating Holiday is required to be used by all employees at a location due to a scheduled facility shutdown day
- > Holiday Pay will be paid to employees for Company Holidays occurring on a scheduled work day; Holiday Pay will not be paid to employees who are not normally scheduled to work on the Company Holiday
- > Holiday Pay (including Floating Holiday Pay) will be paid the same number of hours as the employee's scheduled shift (e.g., 8, 10 or 12 hours as scheduled)
- > Employees must work their scheduled shift before and scheduled shift after the Company Holiday in order to receive Holiday Pay (this excludes scheduled time off, approved by your manager)