



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS COMMAND
3000 MARINE CORPS PENTAGON
WASHINGTON, DC 20350-3000

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MARINE CORPS INSTALLATIONS COMMAND BULLETIN 1050

From: Commander, Marine Corps Installations Command
To: Distribution List

Subj: HOLIDAY ROUTINE FOR CALENDAR YEAR 2015

Ref: (a) 5 U.S.C. 6103
(b) NAVPERS 15560D
(c) MCO P1050.3J
(d) MCICOMO 1050.1

Encl: (1) 2015 Federal Holiday Listing

1. Purpose. To promulgate policy for the observance of Federal holidays. Publication of this Bulletin is intended to achieve consistency in the holiday routine designated for Marines, Sailors and Civilian Marines assigned to Marine Corps Installations Command (MCICOM).

2. Cancellation. MCICOMBul 1050 of 27 Oct 2014.

3. Background

a. The dates of recognized Federal holidays can be found at the Office of Personnel Management (OPM) website. The OPM publishes changes to the dates on which recognized Federal holidays are to be observed, as authorized by Presidential Executive Order.

b. The date designated as the official observance of a Federal holiday is the only day actually authorized for liberty (for military personnel) and holiday leave (for civilian employees).

c. The Department of Defense (DOD) and the Department of the Navy (DON) have historically provided guidance for sustaining operations during extended holiday periods (e.g., Thanksgiving, Christmas, and New Year's) under the concept of "minimal manning", which allows the Services to set a holiday routine policy that ensures personnel availability sufficient to satisfy anticipated mission and operational requirements.

d. Commander's Intent. Leaders and supervisors of MCICOM regions afford our military and civilian personnel the maximum opportunity for time off to safely enjoy the Federal holidays. Leave and liberty should be granted consistent with mission requirements in a liberal manner that is equitable and responsible in applying the "59-minute" rule for civilian employees. Subordinate Commanders are authorized to modify the holiday period for operational commitments.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

4. Action. Enclosure (1) lists all 2015 Federal holidays. Commanding Generals/Commanders shall:

a. Authorize leave and/or liberty for military personnel to celebrate the Federal holidays in accordance with the references.

b. Authorize leave and/or apply the "59-minute rule" for civilian personnel to celebrate the Federal holidays in accordance with the references.

c. Conduct appropriate safe driving and recreational activities instruction prior to each holiday.

5. Reserve Applicability. This Bulletin is applicable to MCICOM and its subordinate commands. It is subject to change based on The Office of the Secretary of Defense (OSD) or DON guidance; any revision will be promulgated separately, as required.



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2015 Federal Holiday Listing

New Year's Day (Thursday, 1 January 2015)

Martin Luther King, Jr. Birthday (Monday, 19 January 2015)

*Washington's Birthday (Monday, 16 February 2015)

Memorial Day (Monday, 25 May 2015)

**Independence Day (Friday, 3 July 2015)

Labor Day (Monday, 7 September 2015)

Columbus Day (Monday, 12 October 2015)

Veterans Day (Wednesday, 11 November 2015)

Thanksgiving Day (Thursday, 26 November 2015)

Christmas Day (Friday, 25 December 2015)

** This holiday is designated as "Washington's Birthday" in section 6103(a) of title 5 of the United States Code, which is the law that specifies holidays for Federal employees. Though other institutions such as state and local governments and private businesses may use other names, it is our policy to always refer to holidays by the names designated in the law.*

*** July 4, 2015 (the legal public holiday for Independence Day), falls on a Saturday. For most Federal employees, Friday, July 3, will be treated as a holiday for pay and leave purposes. (See 5 U.S.C. 6103(b).*