

<b>Scotts Valley Fire Protection District</b>	<b>Policy: 1109</b>
<b>Subject: Holidays</b>	<b>DATED: March 23, 1998</b>

***Policy 1109:       Holidays***

1.     Holidays for shift personnel, forty-hour per week employees, and administrative personnel, are those days which the district designates pursuant to the memorandums of understanding (MOUs).
2.     Forty hour per week employees and administrative personnel will normally take holidays off as they occur; however, the fire chief may require an employee to work during a holiday.
3.     As approved by the fire chief, the employee may elect to take another equivalent period of time off during the fiscal year in which the holiday occurred.

Revised: 3/13/98

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Board Chairperson:



Fire Chief:

