DETERMING YOUR HOLIDAY
In-Lieu of Holidays

Directions:

1. Determine which day the Federal holiday falls on.
2. Find your regular workdays and regular non-workdays (NW).
3. The yellow highlighted day is your holiday.

Use the following tables if you have 2 regular days off that workweek:

Holiday Falls on SUNDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Fri	NW	H					NW
Tue – Sat	NW	NW	H				
Wed – Sun	H	NW	NW				
Th. – Mon	H		NW	NW			
Fri – Tue	H			NW	NW		
Sat – Wed	H				NW	NW	
Sun – Th.	H					NW	NW

Holiday Falls on MONDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Fri	NW	H					NW
Tue – Sat	NW	NW					H
Wed – Sun		NW	NW	H*			
Th. – Mon		H	NW	NW			
Fri – Tue		H		NW	NW		
Sat – Wed		H			NW	NW	
Sun – Th.		H				NW	NW

Holiday Falls on TUESDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Fri	NW		H				NW
Tue – Sat	NW	NW	H				
Wed – Sun		NW	NW	H*			
Th. – Mon		H	NW	NW			
Fri – Tue			H	NW	NW		
Sat – Wed			H		NW	NW	
Sun – Th.			H			NW	NW

* Under E.O. 11582, the head of an agency may designate a different non-workday in-lieu of Sunday. Therefore, when a holiday falls on Monday or Tuesday, and Sunday is your regular workday, the in-lieu of holiday is observed on Wednesday (so you can work on Sunday and will not lose the Sunday differential).

Holiday Falls on WEDNESDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Fri	NW			H			NW
Tue – Sat	NW	NW		H			
Wed – Sun		NW	NW	H			
Th. – Mon		H	NW	NW			
Fri – Tue			H	NW	NW		
Sat – Wed				H	NW	NW	
Sun – Th.				H		NW	NW

Holiday Falls on THURSDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Fri	NW				H		NW
Tue – Sat	NW	NW			H		
Wed – Sun		NW	NW		H		
Th. – Mon			NW	NW	H		
Fri – Tue			H	NW	NW		
Sat – Wed				H	NW	NW	
Sun – Th.					H	NW	NW

Holiday Falls on FRIDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Fri	NW					H	NW
Tue – Sat	NW	NW				H	
Wed – Sun		NW	NW			H	
Th. – Mon			NW	NW		H	
Fri – Tue				NW	NW	H	
Sat – Wed				H	NW	NW	
Sun – Th.					H	NW	NW

Holiday Falls on SATURDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Fri	NW					H	NW
Tue – Sat	NW	NW					H
Wed – Sun		NW	NW				H
Th. – Mon			NW	NW			H
Fri – Tue				NW	NW		H
Sat – Wed					NW	NW	H
Sun – Th.					H	NW	NW

DETERMINING YOUR HOLIDAY

Use the following tables if you have 3 regular days off that workweek:

Holiday Falls on SUNDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Thurs	NW	H				NW	NW
Tue – Fri	NW	NW	H				NW
Wed – Sat	NW	NW	NW	H			
Th. – Sun	H	NW	NW	NW			
Fri – Mon	H		NW	NW	NW		
Sat – Tues	H			NW	NW	NW	
Sun – Wed	H				NW	NW	NW

Holiday Falls on MONDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Thurs	NW	H				NW	NW
Tue – Fri	NW	NW				H	NW
Wed – Sat	NW	NW	NW				H
Th. – Sun		NW	NW	NW	H*		
Fri – Mon		H	NW	NW	NW		
Sat – Tues		H		NW	NW	NW	
Sun – Wed		H			NW	NW	NW

Holiday Falls on TUESDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Thurs	NW		H			NW	NW
Tue – Fri	NW	NW	H				NW
Wed – Sat	NW	NW	NW				H
Th. – Sun		NW	NW	NW	H*		
Fri – Mon		H	NW	NW	NW		
Sat – Tues			H	NW	NW	NW	
Sun – Wed			H		NW	NW	NW

Holiday Falls on WEDNESDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Thurs	NW			H		NW	NW
Tue – Fri	NW	NW		H			NW
Wed – Sat	NW	NW	NW	H			
Th. – Sun		NW	NW	NW	H*		
Fri – Mon		H	NW	NW	NW		
Sat – Tues			H	NW	NW	NW	
Sun – Wed				H	NW	NW	NW

* Under E.O. 11582, the head of an agency may designate a different non-workday in-lieu of Sunday. Therefore, when a holiday falls on Monday, Tuesday, or Wednesday, and Sunday is your regular workday, the in-lieu of holiday is observed on Thursday (so you can work on Sunday and will not lose the Sunday differential).

Holiday Falls on THURSDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Thurs	NW				H	NW	NW
Tue – Fri	NW	NW			H		NW
Wed – Sat	NW	NW	NW		H		
Th. – Sun		NW	NW	NW	H		
Fri – Mon		H	NW	NW	NW		
Sat – Tues			H	NW	NW	NW	
Sun – Wed				H	NW	NW	NW

Holiday Falls on FRIDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Thurs	NW				H	NW	NW
Tue – Fri	NW	NW				H	NW
Wed – Sat	NW	NW	NW			H	
Th. – Sun		NW	NW	NW		H	
Fri – Mon			NW	NW	NW	H	
Sat – Tues			H	NW	NW	NW	
Sun – Wed				H	NW	NW	NW

Holiday Falls on SATURDAY:

Regular Workdays	Sun	Mon	Tues	Wed	Th.	Fri	Sat
Mon – Thurs	NW				H	NW	NW
Tue – Fri	NW	NW				H	NW
Wed – Sat	NW	NW	NW				H
Th. – Sun		NW	NW	NW			H
Fri – Mon			NW	NW	NW		H
Sat – Tues				NW	NW	NW	H
Sun – Wed				H	NW	NW	NW