



2011 U.S. Holiday Schedule

Monday	January 17 th	Martin Luther King Day
Monday	February 21 st	President's Day
Monday	May 30 th	Memorial Day
Monday	July 4 th	Independence Day
Monday	September 5 th	Labor Day
Thursday	November 24 th	Thanksgiving
Friday	November 25 th	Day after Thanksgiving
Monday	December 26 th	Christmas (observed)

* In addition, all full-time employees will receive three (3) personal days in 2011, subject to scheduling approval by their manager or group leader.

The following schedule applies to new hires in 2011:

<u>Start Date</u>	<u>Personal Days</u>
January 1 – April 1	3
April 2 – July 1	2
July 2 – October 1	1
October 2 – December 31	0