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Subject Thursday, July 4 and Friday, July 5, 2002

This year Independence Day falls on Thursday, July 4, 2002. This offers an opportunity for many members of the University Community to enjoy a four-day weekend. In order to make this happen, some offices may elect to close or to be open with "skeleton" staffing on Friday, July 5, 2002, allowing staff the opportunity to use a vacation day, personal leave, accrued holiday time or compensatory time for this day.

However, while some offices may close on Friday, July 5, some University operations will need to continue. University Hospital, LISVH and all other Health Care Facilities will follow their own scheduling procedures, as will the department of Public Safety, areas of the Physical Plant and other departments with on-going responsibilities. Classes and laboratory sessions scheduled for July 5 must be offered.

Work will be available at a few alternative locations for those employees who prefer not to use compensatory time or accruals and wish to work on July 5. If you are interested in special arrangements, please call your Human Resources office.