

HOLIDAY PAY & WORKED HOLIDAY PAY

After 90 days of full-time employment, all eligible full-time nonexempt employees, working no less than an average of 38 hours a week will be paid 8 hours holiday pay (*ISolved: Holiday*) for legal holidays listed below. This would be in addition to any worked holiday pay. Non-Worked holiday pay is calculated at 8 hours per day times the employee's straight-time hourly rate of pay. To be eligible for holiday pay, an employee must work the last scheduled day prior and the first scheduled day after the holiday, unless it is part of a vacation or non-scheduled day. If you are scheduled to work and call in sick the day before or after the actual holiday, you will lose the holiday pay benefit. Paid time off for holidays will not be counted as hours worked for the purposes of determining overtime.

Salaried employees are exempt from any type of holiday pay.

All hourly employees working on an actual holiday listed below will receive 1 ½ times their straight-time hourly rate times actual hours worked (*ISolved: Worked Holiday*).

1. New Year's Day
2. Memorial Day
3. Independence Day
4. Labor Day
5. Thanksgiving Day
6. Christmas Day

PERSONAL HOLIDAY PAY

All full-time non-exempt employees completing 90 days of continuous employment and working no less than an average of 38 hours a week will be eligible to receive 8 hours holiday pay during the pay period in which their birthday occurs. (*ISolved: Holiday*)

Personal holiday pay is not an accrued benefit and does not become payable upon termination. This benefit does not apply to part time employees or salaried employees.