



MEMORANDUM
EXECUTIVE CHAMBER
STATE OPERATIONS
Room 207

Andrew M. Cuomo
Governor

TO: All State Agencies
FROM: Director of State Operations and Infrastructure, Kelly Cummings
DATE: June 17, 2020
SUBJECT: Juneteeth Holiday

KC

The Governor has declared that all State offices be closed on Friday June 19, 2020 in celebration of the 155th anniversary of Juneteenth by Executive Order 204. Non-essential employees regularly scheduled to work on Friday will receive the day off with pay.

Based on their work schedule for Friday June 19, employees deemed essential for State operations will be granted one day of compensatory time off (CTO). Employees whose regular pass day falls on June 19 will be granted one day of CTO (i.e., 7.5 hours for a 37.5 hour work week and 8 hours for a 40 hour work week, prorated based on employment/payroll percentage for part time employees).

Any employee (i.e., essential or non-essential) prescheduled to charge leave credits on Friday will not be required to charge any credits for that absence. Employees on leave with or without pay not charged to credits, such as leave without pay, workers comp, military leave, sick leave at half pay, short term disability/long term disability, childcare leave without pay, leave donation (status is LWOP), etc., would not be returned to pay status or credited with CTO.

Employees may not be paid additional compensation in lieu of CTO. This policy applies to all employees regardless of Attendance Rules coverage. The CTO granted under this shall expire one year from Friday. Please share this memorandum with all employees. Thank you.