

CHIEF ADMINISTRATIVE OFFICE
CITY OF NEW ORLEANS

LaToya Cantrell
Mayor

Gilbert A. Montaña
Chief Administrative Officer

CIRCULAR MEMORANDUM NO. 23-08

December 1, 2023

TO: All Departments, Boards, Agencies and Commissions

FROM: Gilbert A. Montaña, Chief Administrative Officer 

SUBJECT: HOLIDAY SCHEDULE FOR 2024

1. PURPOSE.

This memorandum announces the holidays for the year 2024 as set by the City Council for all city agencies.

<u>HOLIDAYS</u>	<u>DATE OF OBSERVANCE</u>	<u>DAY</u>
New Year's Day	January 1, 2024	Monday
Martin Luther King, Jr. Day	January 15, 2024	Monday
Mardi Gras	February 13, 2024	Tuesday
Good Friday	March 29, 2024	Friday
Memorial Day	May 27, 2024	Monday
Juneteenth Day	June 19, 2024	Wednesday
Independence Day	July 4, 2024	Thursday
Labor Day	September 2, 2024	Monday
Indigenous People's Day	October 14, 2024	Monday
Election Day	November 5, 2024	Tuesday
Thanksgiving Day	November 28, 2024	Thursday
Veterans Day (observed)	November 29, 2024	Friday
Christmas Eve	December 24, 2024	Tuesday
Christmas Day	December 25, 2024	Wednesday
New Year's Eve	December 31, 2024	Tuesday



2. REARRANGEMENT OF 2024 HOLIDAY SCHEDULE.

City Council Motion No. M-23-433 authorizes the Chief Administrative Officer to rearrange the holiday schedule for any department or agency provided employees are granted fifteen (15) holidays, and the cost of rearrangement does not exceed the amount allocated for the observance of the originally scheduled holidays.

3. EXPIRATION DATE.

This memorandum expires on December 31, 2024.

4. INQUIRES.

Questions concerning this memorandum should be addressed to Chief Administrative Office, Employee Relations Division at (504) 658-7770.

GM/RTH/zaf