



**CITY OF NEW ORLEANS  
CHIEF ADMINISTRATIVE OFFICE**

**CIRCULAR MEMORANDUM NO. 21-09**

**November 23, 2021**

**TO: All Departments, Boards, Agencies and Commissions**

**FROM: Gilbert A. Montañó, Chief Administrative Officer**

A handwritten signature in black ink, appearing to read "Gilbert A. Montañó", is written over the name in the "FROM" field.

**SUBJECT: HOLIDAY SCHEDULE FOR 2022**

**1. PURPOSE.**

This memorandum announces the holidays for the year 2022 as set by the City Council for all city agencies.

<b><u>HOLIDAYS</u></b>	<b><u>DATE OF OBSERVANCE</u></b>	<b><u>DAY</u></b>
<b>New Year's Day (Observed)</b>	<b>January 3, 2022</b>	<b>Monday</b>
<b>Martin Luther King, Jr. Day</b>	<b>January 17, 2022</b>	<b>Monday</b>
<b>Mardi Gras</b>	<b>March 1, 2022</b>	<b>Tuesday</b>
<b>Good Friday</b>	<b>April 15, 2022</b>	<b>Friday</b>
<b>Memorial Day</b>	<b>May 30, 2022</b>	<b>Monday</b>
<b>Juneteenth Day (Observed)</b>	<b>June 20, 2022</b>	<b>Monday</b>
<b>Independence Day</b>	<b>July 4, 2022</b>	<b>Monday</b>
<b>Labor Day</b>	<b>September 5, 2022</b>	<b>Monday</b>
<b>Indigenous Peoples' Day</b>	<b>October 10, 2022</b>	<b>Monday</b>
<b>Election Day</b>	<b>November 8, 2022</b>	<b>Tuesday</b>

<b>Thanksgiving Day</b>	<b>November 24, 2022</b>	<b>Thursday</b>
<b>Veterans Day (Observed)</b>	<b>November 25, 2022</b>	<b>Friday</b>
<b>Christmas Eve (Observed)</b>	<b>December 23, 2022</b>	<b>Friday</b>
<b>Christmas Day (Observed)</b>	<b>December 26, 2022</b>	<b>Monday</b>
<b>New Year's Eve (Observed)</b>	<b>December 30, 2022</b>	<b>Friday</b>

**2. REARRANGEMENT OF 2022 HOLIDAY SCHEDULE.**

The City Council announced the City Government's holiday schedule in Motion No. M-21-402. The holiday schedule for City Government for the year 2022 has been amended to include Indigenous People's Day via Motion No. M-21-424. The Administration may rearrange the holiday schedule for any City department or agency deemed necessary for ensuring continued operations, provided that fifteen (15) days are granted to employees and that the cost of rearrangement does not exceed the amount allocated to cover the cost of the fifteen holidays listed above.

**3. EXPIRATION DATE.**

This memorandum expires on December 31, 2022.

**4. INQUIRIES.**

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

**GAM/RTH/zaf**