

CHIEF ADMINISTRATIVE OFFICE  
CITY OF NEW ORLEANS

LaToya Cantrell  
Mayor

Gilbert A. Montaña  
Chief Administrative Officer

**CIRCULAR MEMORANDUM NO. 24-09**

**December 19, 2024**

TO: All Departments, Boards, Agencies and Commissions

FROM: Gilbert A. Montaña, Chief Administrative Officer

SUBJECT: **HOLIDAY SCHEDULE FOR 2025**

**1. PURPOSE.**

This memorandum announces the holidays for the year 2025 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>
New Year's Day	January 1, 2025	Wednesday
Martin Luther King, Jr. Day	January 20, 2025	Monday
Mardi Gras	March 4, 2025	Tuesday
Good Friday	April 18, 2025	Friday
Memorial Day	May 26, 2025	Monday
Juneteenth Day	June 19, 2025	Thursday
Independence Day	July 4, 2025	Friday
Labor Day	September 1, 2025	Monday
Indigenous People's Day	October 13, 2025	Monday
Thanksgiving Day	November 27, 2025	Thursday
Veterans Day (observed)	November 28, 2025	Friday
Christmas Eve	December 24, 2025	Wednesday
Christmas Day	December 25, 2025	Thursday
New Year's Eve	December 31, 2025	Wednesday



**2. REARRANGEMENT OF 2025 HOLIDAY SCHEDULE.**

City Council Motion No. M-24-527 authorizes the Chief Administrative Officer to rearrange the holiday schedule for any department or agency provided employees are granted fourteen (14) 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, 2025.

**4. INQUIRES.**

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

**GAM/RTH/zaf**