

POLICY

The College shall grant paid time-off for the following designated holidays as provided for below:

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| 1. New Year's Day | 6. Thanksgiving |
| 2. Good Friday | 7. Friday after Thanksgiving |
| 3. Memorial Day | 8. Christmas |
| 4. Independence Day | 9. Day before or after Christmas |
| 5. Labor Day | |

When one of the above cited holidays falls on Saturday, paid time-off for that holiday shall be granted on the last work day prior to that holiday, and when one of the above cited holidays fall on Sunday, paid time off for that holiday shall be granted on the first workday following that holiday.

The College shall grant an additional five holidays per year over and above those specified hereinabove. The precise dates shall be at the discretion of the Board of Trustees. A list of these dates shall be published by the administration each year or as required.

Nothing in this policy shall be construed to supersede any provision of bargaining unit contracts between the Board of Trustees of Ocean County College and Ocean County College employees.