



**DEPARTMENT OF THE ARMY**  
UNITED STATES ARMY COMBINED ARMS SUPPORT COMMAND  
2221 ADAMS AVENUE  
FORT LEE VIRGINIA 23801-2102

CASCOM POLICY 19-01  
JAN 15 2019

ATCL-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: HQ CASCOM FY20 Holiday Observances

1. Reference AR 600-8-10 (Leaves and Passes) 15 Feb 2006, Rapid Actions Revision issued 4 August 2011.

2. CASCOM FY20 Holiday schedule follows:

a. Public Holiday observances:

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14 October 2019	Columbus Day
11 November 2019	Veterans Day
28 November 2019	Thanksgiving Day
25 December 2019	Christmas Day
1 January 2020	New Year's Day
20 January 2020	Martin Luther King, Jr. Day
17 February 2020	Washington's Birthday
25 May 2020	Memorial Day
3 July 2020	Independence Day (observed)
7 September 2020	Labor Day

b. Training holiday observances:

11 October 2019	Friday before Columbus Day
8 November 2019	Friday before Veterans Day
29 November 2019	Friday after Thanksgiving Day
24 December 2019	Tuesday before Christmas Day
31 December 2019	Tuesday before New Year's Day
17 January 2020	Friday before Martin Luther King, Jr. Day
14 February 2020	Friday before Washington's Birthday
22 May 2020	Friday before Memorial Day
6 July 20120	Monday after Independence Day
4 September 2020	Friday before Labor Day

3. Dependent upon mission and operational requirements, treat the days in subparagraph 2b above as training holidays for military personnel. When requested, and with supervisory approval, civilian personnel may use annual or other appropriate leave on training holidays.

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4. The CASCOM holiday season is 20 December 2019 – 2 January 2020. Staff offices will remain operational (half or full day schedule based on mission requirements) through the holiday period, except for the Christmas and New Year's days off and designated training holidays (24 December and 31 December). However, manning may be reduced depending on mission requirements. Each DCS/Staff Principal is responsible for managing staffing of their organization. Follow Army regulations and civilian labor agreements in planning/executing holiday work schedules. Civilian employees must be in an approved leave status when they are not on duty during the holiday period.

5. To ensure safe and enjoyable holiday periods, supervisors will conduct preholiday safety briefings.

6. This policy is in effect until superseded or rescinded.

7. Point of contact is the Secretary of the General Staff at DSN 687-1599 or (804) 734-1599.

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RODNEY D. FOGG  
Major General, U.S. Army  
Commanding

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