



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY RESERVE COMMAND
4710 KNOX STREET
FORT LIBERTY, NC 28310-5010

AFRC-CSG (140)

14 JUNE 2023

MEMORANDUM FOR United States Army Reserve Command (USARC) Directors,
Deputies, Chiefs, and Special and Personal Staff Agencies

SUBJECT: USARC Fiscal Year 2024 Holiday Observances/Events

1. References:

- a. Army Regulation 600-8-10 (Leaves and Passes), 3 June 2020.
- b. HQ FORSCOM, AFCS, memorandum Fiscal Year 2024 (FY24) Holiday Observances, 13 January 2023.

2. Purpose. This memorandum announces HQ, USARC FY24 holiday/event schedule. It includes the policy for the Christmas/New Year holiday period and reduced manning days. Subordinate commanders may establish their respective training holidays or reduced manning days, based on mission requirements and analysis.

<u>Holiday/Event</u>	<u>Holiday</u>	<u>Minimal Manning Day</u>
Columbus Day	9 OCT 23 (Monday)	6 OCT 23 (Friday)
Veteran's Day	10 NOV 23 (Friday)	13 NOV 23 (Monday)
Thanksgiving Day	23 NOV 23 (Thursday)	24 NOV 23 (Friday)
Christmas Day (Observed)	25 DEC 23 (Monday)	26 DEC 23 (Tuesday)
New Year's Day (Observed)	1 JAN 24 (Monday)	2 JAN 24 (Tuesday)
Martin Luther King, Jr. Day	15 JAN 24 (Monday)	12 JAN 24 (Friday)
Washington's Birthday	19 FEB 24 (Monday)	16 FEB 24 (Friday)
USARC Spring Holiday	NA	29 MAR & 1 APR 24 (Friday/Monday)
Memorial Day	27 MAY 24 (Monday)	24 MAY 24 (Friday)
Juneteenth National Ind. Day	19 JUN 24 (Wednesday)	21 JUN 24 (Friday)
Independence Day	4 JUL 24 (Thursday)	5 JUL 24 (Friday)
Labor Day	2 SEP 24 (Monday)	30 AUG 24 (Friday)

3. Supervisors may authorize directorate personnel to utilize scheduled reduced manning days in conjunction with federal holidays or observances. Reduced manning days are a privilege, not an entitlement. Supervisors are responsible to ensure that reduced manning day utilization by military personnel assigned to USARC is consistent with mission requirements. Supervisors may not authorize reduced manning day utilization for personnel (AGR/AC/Active Duty for Operational Support) who are overdue on any of the following mandatory readiness or training requirements: Periodic Health Assessment (PHA), dental

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exam, vision examination, hearing examination, immunizations, seasonal influenza vaccination, physical fitness test (unless on a valid profile), height/weight screening, and annual AR 350-1 mandatory training as listed in the FORSCOM/USARC Special Troops Battalion (STB) Commander's Training Guidance.

4. The Christmas/New Year holiday period is 19 December 2023 through 2 January 2024. Supervisors may use half-day or full-day scheduling. Supervisors may allow minimum staffing that does not affect mission requirements. Staff sections will remain operational throughout the holiday period. Either the chief or deputy will be available each workday. The USARC Chief of Staff is the approval authority for exceptions to this policy. Supervisors will conduct pre-holiday safety briefings to mitigate safety risks during the holiday period.

5. Point of contact for this memorandum is LTC Daren Walker, USARC SGS, at (910) 570-8433, or usarmy.usarc.usarc-hq.mbx.sgs@army.mil.

STACY M. BABCOCK
Brigadier General, U.S. Army
Chief of Staff

CF:

OCAR Directors, Deputy Directors

OCAR Coordinating, Special and Personal Staff Agencies

OCAR SACO

CDRs, Army Reserve Major Subordinate Commands