



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FIRES CENTER OF EXCELLENCE AND FORT SILL
455 NW MCNAIR AVENUE, SUITE 100
FORT SILL, OKLAHOMA 73503-9016

REPLY TO
ATTENTION OF

ATZR-CS

JUN 13 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Fires Center of Excellence and Fort Sill Fiscal Year 2019 (FY19) Holiday Observances

1. References:

- a. AR 600-8-10, (Leaves and Passes), 15 February 2006, Rapid Action Revision issued 14 August 2011.
- b. Memorandum, HQ TRADOC, ATCS-XS, 19 December 2017, subject: HQ TRADOC FY19 Holiday Observances and Organization Day.

2. Fort Sill FY19 holiday schedule follows:

a. Public holiday observances:

8 October 2018	Columbus Day
12 November 2018	Veterans Day (observed)
22 November 2018	Thanksgiving Day
25 December 2018	Christmas Day
1 January 2019	New Year's Day
21 January 2019	Martin Luther King Jr. Day
18 February 2019	Washington's Birthday
27 May 2019	Memorial Day
4 July 2019	Independence Day
2 September 2019	Labor Day

b. Training holiday observances:

5 October 2018	Friday before Columbus Day
9 November 2018	Friday before Veterans Day
23 November 2018	Friday after Thanksgiving Day
24 December 2018	Monday before Christmas Day
31 December 2018	Monday before New Year's Day
18 January 2019	Friday before Martin Luther King Jr. Day
15 February 2019	Friday before Washington's Birthday
19 April 2019	USAFCOEFS Spring Holiday
24 May 2019	Friday before Memorial Day

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5 July 2019
30 August 2019

Friday after Independence Day
Friday before Labor Day

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

4. The United States Army Fires Center of Excellence and Fort Sill holiday season is 20 December 2018 to 2 January 2019. Fort Sill units, agencies, and activities will remain operational (half day schedule is based on the O6-level Commander/director's mission requirements) through the holiday period, except for the Christmas and New Year's days off and designated training holidays. Employing a "day-on/day-off" methodology is not authorized. Each Fort Sill unit, agency, and activity 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. Required installation security and support details will be accomplished. Commanders and directors will provide minimum staffing consistent with operational requirements. 428th Field Artillery Brigade, 434th Field Artillery Brigade, and 30th Air Defense Artillery Brigade may continue training in selected courses, when essential, to meet graduation schedules.

6. To ensure safe and enjoyable holiday periods, commanders and supervisors will conduct pre-holiday safety briefings and inspections.

7. All full-time employees, including those on flexible or compressed work schedules, are entitled to an "in lieu of" holiday when a holiday falls on a non-workday. In lieu holidays will be managed in accordance with Office of Personnel Management (OPM) policies and agency directives.

8. The POC for this memorandum is Mr. Michael S. Simmons, Operations, DPTMS, (580) 442-1847.



DAVID F. STEWART
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Chief of Staff

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