



TO: Deans, Directors, Department Heads, Acting Principal and Acting Vice-Principal, Sir Wilfred Grenfell College, and Executive Director, Fisheries and Marine Institute

FROM: Lisa Hollett, Director of Human Resources

DATE: October 15, 2009

SUBJECT: SCHEDULE OF UNIVERSITY HOLIDAYS FOR 2010 FOR ALL ADMINISTRATIVE, TECHNICAL AND TECHNICAL SUPPORT STAFF

Please be advised that the approved schedule of University Holidays for the above employee group for 2010 is as follows:

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|-----|-----------------------------|----------------------------------------|
| 1. | New Year's Day | Friday, January 1 |
| 2. | 2 January Holiday | Monday, January 4 |
| 3. | Mid-March | Monday, March 15 |
| 4. | Good Friday | Friday, April 2 |
| 5. | Victoria (Commonwealth) Day | Monday, May 24 |
| 6. | Discovery Day | Monday, June 21 |
| 7. | Memorial Day | Thursday, July 1 |
| 8. | Mid-July | Monday, July 12 |
| 9. | Regatta Day | Wednesday, August 4 (or as designated) |
| 10. | Labour Day | Monday, September 6 |
| 11. | Thanksgiving | Monday, October 11 |
| 12. | Remembrance Day | Thursday, November 11 |
| 13. | Christmas Day | Monday, December 27 |
| 14. | Boxing Day | Tuesday, December 28 |

In the case of the Sir Wilfred Grenfell College, an alternate holiday may be substituted for Regatta Day.

Lisa Hollett

cc: President and Vice-Chancellor *Pro Tempore*
Vice-Presidents