



STATE OF INDIANA
OFFICE OF THE GOVERNOR
State House, Second Floor
Indianapolis, Indiana 46204

Eric J. Holcomb
Governor

TO: ALL APPOINTING AUTHORITIES

The following is a list of the 2025 state holidays and the dates on which they are observed:

New Year's Day	Wednesday	January 1, 2025
Martin Luther King, Jr. Day	Monday	January 20, 2025
Good Friday	Friday	April 18, 2025
Memorial Day	Monday	May 26, 2025
Independence Day	Friday	July 4, 2025
Labor Day	Monday	September 1, 2025
Columbus Day	Monday	October 13, 2025
Veterans Day	Tuesday	November 11, 2025
Thanksgiving Day	Thursday	November 27, 2025
Lincoln's Birthday	Friday	November 28, 2025
Christmas Day	Thursday	December 25, 2025
Washington's Birthday	Friday	December 26, 2025

All full-time, part-time and hourly employees occupying permanent positions must be compensated for all holidays listed above, in the following circumstances. To be eligible for compensation, the employee must be in pay status during the week in which the holiday is observed; however, employees are not compensated for holidays which are observed prior to the first workday of employment or for holidays which are observed after their last workday of employment. Compensation for holidays for eligible active full-time employees is 7.5 hours of compensatory time off or 7.5 multiplied by the employee's base hourly rate. Eligible part-time or hourly employees will receive holiday pay or compensatory time off calculated as one-tenth of the regular biweekly hours assigned, rounded to the nearest quarter-hour. Eligible employees who are required to work on a holiday will be compensated for the hours worked and may opt to receive holiday pay or compensatory time off. Eligible employees not required to work will receive holiday pay. For this purpose, the term "eligible employees" applies to employees in state civil service except Institutional Teachers at the Indiana School for the Deaf and the Indiana School for the Blind/Visually Impaired, and police officers who have elected a 28-day work period in accordance with 31 IAC 5-7-8(b). Intermittent and temporary employees shall not receive holiday pay. Intermittent and temporary employees who work on a date indicated above will be paid for the hours worked.

PLEASE DISTRIBUTE A COPY OF THIS MEMORANDUM TO ALL YOUR EMPLOYEES.

Eric J. Holcomb
