

NATIONAL RECONNAISSANCE OFFICE

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Office of the Director Announcement

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INAUGURATION DAY FEDERAL HOLIDAY

The Acting Director, Office of Personnel Management (OPM) has released the following guidance concerning observance of Inauguration Day as a federal holiday for those employees who work in the Washington Metropolitan Area (defined in law as the District of Columbia, Montgomery and Prince George's Counties in Maryland, Arlington and Fairfax Counties in Virginia, and the cities of Alexandria and Falls Church in Virginia). Accordingly, the National Reconnaissance Office (NRO) (Headquarters and Aerospace Data Facility East) will be observing this holiday. This was established to allow employees working in the Inauguration Day area to attend the nearby inaugural ceremonies and to avoid the traffic problems and work disruptions that would occur if employees were required to report for duty.

The Inauguration Day holiday is administered differently than other Federal holidays. It is limited to employees with a qualifying work connection to the designated geographic area on Inauguration Day, as follows:

a. Employees with an official worksite in the Inauguration Day area unless they are scheduled to be working outside the Inauguration Day area due to official duty away from the official worksite (e.g., one-day assignment), official travel, or telework; and

b. Employees with an official worksite outside the Inauguration Day area who are scheduled to be working in the Inauguration Day area due to an official duty away from the official worksite (e.g., one-day assignment), official travel, or telework.

Full-time and part-time employees to whom the Inauguration Day holiday applies are entitled to pay equal to the pay they otherwise would receive for a regular non-overtime workday, except that full-time employees on flexible work schedules are entitled to eight hours of pay for the holiday. Unlike other federal holidays, employees who are not regularly scheduled to work on 20 January are not entitled to a day off in lieu of the holiday. Leave may not be charged to an employee who is entitled to the Inauguration Day holiday. Employees who cannot be given time off and must work on 20 January are entitled to holiday premium pay for hours worked within their regularly scheduled basic workweek.

UNCLASSIFIED

SUBJECT: Inauguration Day Federal Holiday

Similar to other holidays, employees must be in a pay status or a paid time off status (i.e., leave, compensatory time off, or credit hours) on their scheduled workdays either before or after Inauguration Day in order to be entitled to pay for that day if they do not work.

On-site contractors will treat Inauguration Day as a standard Government holiday and continue working established working hours or take personal leave in accordance with parent company policy. Those contractors who choose to not work are not permitted to direct-charge the non-working hours to an NRO contract.

Employees are encouraged to read the OPM guidance CPM 2016-18 which was previously posted through the NRO Announcement Page and will be posted 9-19 January 2017.


Betty J. Sapp
Director