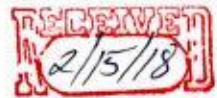





THE GOVERNOR



February 12, 2018

TO : All Department, Office and Agency Heads  
FROM : Governor   
SUBJECT : Regular Work Schedule for February 28 & March 2, 2018—Yap Day Festivities.

As the Yap Day Celebrations will include February 28 and March 2 this year besides March 1(the legal holiday), I hereby direct the Heads of all Departments, Offices, and Agencies to grant regular hours to all employees who by nature of their duties must work during these two days. These days are not legal holidays but additional days during which Yap Day activities are scheduled.

For government employees who are required by their respective communities to perform or participate during the Yap Day celebrations, the appropriate supervisors may grant these employees administrative leave.

For the other government employees who merely wish to take time off work on these two days for personal reasons, they may apply for annual leave.

For March 1, the legal holiday, all government employees are off except for those who must work as required by the nature of their employment. Their compensation shall be paid as legally mandated and procedurally appropriate.

For those government employees who, by the nature of their duties, must work on these three days, I thank you sincerely, and wish you a happy Yap Day. For all others, you are encouraged to attend Yap Day in recognition of the traditions and culture of the people of the State of Yap.