



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

Tuesday, November 25, 1997

**MEMORANDUM FOR: Heads Of Executive Departments And Agencies**

FROM: Janice R. Lachance, Director

Subject: Closing of Government Departments and Agencies on Friday, December 26, 1997

The President has issued an Executive order to excuse all Federal employees from duty for the scheduled workday on Friday, December 26, 1997, except those who, in the judgment of the head of the agency, cannot be excused for reasons of national security, defense, or other public reasons. For pay and leave purposes, December 26, 1997, will be treated as falling within the scope of statutes and Executive orders governing holidays. Pay and leave administration instructions for affected employees are attached, along with a copy of the President's Executive order.

Attachments:

[Pay and Leave Instructions for December 25, and 26, 1997, and January 1, 1998](#)

[President Clinton's Executive Order Concerning Closing of Government Departments and Agencies on Friday, December 26, 1997.](#)