



DEPARTMENT OF THE AIR FORCE
35TH FIGHTER WING (PACAF)
MISAWA AIR BASE, JAPAN

1 Oct 23

MEMORANDUM FOR 35TH FIGHTER WING ALL PERSONNEL

FROM: 35 FW/CC

SUBJECT: Calendar Year 2024 Holiday and Family Day Schedule

1. The 35th Fighter Wing units will observe the following updated holiday schedule for calendar year 2024. This schedule is subject to operational requirements and can be rescinded by the 35 FW/CC if deemed necessary. Adjustments to these liberty periods or other wing-level down days require prior coordination and approval by the 35 FW/CC.

<u>Federal Holiday</u>	<u>Day, Date</u>	<u>Family Day</u>
New Year's Day	Monday, 1 Jan 24	Friday, 29 Dec 23
Martin Luther King, Jr. Day	Monday, 15 Jan 24	Friday, 12 Jan 24
President's Day	Monday, 19 Feb 24	Friday, 16 Feb 24
Memorial Day	Monday, 27 May 24	Friday, 24 May 24
Juneteenth	Wednesday, 19 Jun 24	Wednesday, 19 Jun 24
Independence Day	Thursday, 4 Jul 24	Friday, 5 Jul 24
Labor Day	Monday, 2 Sep 24	Friday, 30 Aug 24
Columbus Day	Monday, 14 Oct 24	Friday, 11 Oct 24
Veteran's Day	Monday, 11 Nov 24	Friday, 8 Nov 24
Thanksgiving Day	Thursday, 28 Nov 24	Friday, 29 Nov 24
Christmas Day	Wednesday, 25 Dec 24	Tuesday, 24 Dec 24
New Year's Day	Wednesday, 1 Jan 25	Tuesday, 31 Dec 24

2. Non-essential personnel will observe the holidays listed in paragraph 1. Functions that normally operate during non-duty hours will continue to do so. Release authority is at the discretion of local commanders, depending on workload and mission requirements. Special Pass policies outlined in DAFI 36-3003, *Military Leave Program*, and Weasel NOTAM 35 FW-16-23, *Leave and Pass Policy*, apply.

3. To maximize the opportunity for everyone to watch Super Bowl LVIII, the 35th Fighter Wing has also established a Wing Down Day on Monday, 12 Feb 24.

4. Civilians are encouraged to take annual leave, leave without pay, or accrued compensatory time during the time off outlined in this notice per Civil Service laws and regulations. MLCs are encouraged to take liberal leave during the listed holiday schedule in accordance with JLAC identified time off. Contractors will adhere to the policies and procedures of their parent company.

5. Direct questions to the Commander's Action Group at DSN 226-3320.

MICHAEL P. RICHARD, Colonel, USAF
Commander