



The Commonwealth of Massachusetts

ADMINISTRATIVE OFFICE OF THE TRIAL COURT
Two Center Plaza
Boston, Massachusetts 02108

ROBERT A. MULLIGAN
Chief Justice for
Administration & Management

Tel: (617) 742-8575
Fax: (617) 742-0968

MEMORANDUM

TO: Chief Justices of the Trial Court
First Justices of the Trial Court
Clerk Magistrates of the Trial Court
Clerks of Court of the Trial Court
Registers of Probate of the Trial Court
Recorder of the Land Court Department
Chief Probation Officers of the Trial Court
Court Administrators of the Trial Court
Commissioner of Probation
Jury Commissioner

FROM: RAM Robert A. Mulligan, Chief Justice for Administration and Management

DATE: October 1, 2009

RE: Legal Holidays, Calendar Year 2010

Pursuant to G.L. c. 4, s. 7, below is a list of the legal holidays for
calendar year 2010 and the dates on which each will be observed:

Table with 2 columns: Holiday Name and Date. Includes New Year's Day (Jan 1), Dr. Martin Luther King, Jr. Day (Jan 18), Presidents' Day (Feb 15), Evacuation Day (Mar 17), Patriots' Day (Apr 19), Memorial Day (May 31), Bunker Hill Day (Jun 17), Independence Day (Jul 5), and Labor Day (Sep 6).

Columbus Day	October 11 (Monday)
Veterans' Day	November 11 (Thursday)
Thanksgiving Day	November 25 (Thursday)
Christmas Day	December 25 (Saturday)***

\*Suffolk County Courts will be closed on Wednesday, March 17, 2010 and Thursday, June 17, 2010 with the exception of the Administrative Offices of the Trial Court which will remain open. The Land Court will also be open on March 17, 2010 and June 17, 2010. Locations outside of Suffolk County must maintain regular business operations on Wednesday, March 17, 2010 and Thursday, June 17, 2010. However, all employees working outside of Suffolk County, or employees in Suffolk County who are required to work, are eligible to receive an alternate day off with pay in lieu of these holidays to be taken in accordance with the provisions contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

\*\*Holidays that fall on a Sunday such as July 4, 2010, must be observed on the following Monday, under state law.

\*\*\*Pursuant to G.L. c. 4, § 7, holidays that fall on a Saturday must be observed on that day and normal business operations will be maintained on the preceding Friday and following Monday. Next year, Christmas Day, December 25, 2010 will be celebrated on a Saturday. Therefore, all employees of the Trial Court will receive an alternate day off with pay in lieu of December 25, 2010 to be taken in accordance with the provisions contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

The eligibility of an employee for an alternate day off and the administration of such days off will be in accordance with the provisions of the "Holiday" Article contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

An alternate day off requires the prior approval of the employee's department head in order to ensure that there are sufficient personnel in each department to process the business of the court and serve the needs of the public.

Please post this memorandum in a conspicuous location in order to disseminate this information to the employees in your office. Thank you.

cc: Robert P. Panneton, Chief of Staff  
 Trial Court Administrative Office Directors