

# COLLEGE OF MICRONESIA-FSM

## ADMINISTRATIVE PROCEDURE NO. 6013

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### Holidays

Date Adopted: 1 April 1993

Date Revised: 30 April 2015

Date Reviewed: 11 August 2017

References: Chapter 2, Human Resources Manual, August 30,2017

*The College of Micronesia-FSM observes all FSM and host state holidays. Generally, holidays that fall on Saturday are observed on the preceding Friday. Holidays that fall on Sunday are observed on the following Monday.*

When the college closes on approved holidays and any administrative designated holidays, regular full-time employees will be paid their normal hours for those days. [See Chapter on Compensation for details.](#) The president authorizes administrative designated holidays and notifies the college through a presidential update on the college websites, an internal memorandum, and emails to staff.

### List of Holidays

All campuses will close on the following holidays regardless of location.

- |                               |                    |
|-------------------------------|--------------------|
| ✓ <i>New Year's Day</i>       | <i>January 1</i>   |
| ✓ <i>FSM Constitution Day</i> | <i>May 10</i>      |
| ✓ <i>United Nations Day</i>   | <i>October 24</i>  |
| ✓ <i>FSM Independence Day</i> | <i>November 3</i>  |
| ✓ <i>Veterans Day</i>         | <i>November 11</i> |
| ✓ <i>Christmas Day</i>        | <i>December 25</i> |

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Each campus in addition to the common holidays above will observe selected approved holidays as follows.

**Table 2.1. Holidays at Specific COM- FSM Campuses**

|                                   |   |
|-----------------------------------|---|
| Pohnpei Campus<br>National Campus | <ul style="list-style-type: none"> <li>✓ <i>Good Friday</i></li> <li>✓ <i>Pohnpei Cultural Day (March 31)</i></li> <li>✓ <i>Pohnpei Liberation Day (September 11)</i></li> <li>✓ <i>Pohnpei Constitution Day (November 8)</i></li> </ul>                                      |
| Kosrae Campus                     | <ul style="list-style-type: none"> <li>✓ <i>Good Friday</i></li> <li>✓ <i>Kosrae Constitution (January 11)</i></li> <li>✓ <i>Kosrae Liberation Day (September 8)</i></li> <li>✓ <i>Gospel Day (August 21)</i></li> <li>✓ <i>Thanksgiving Day (fourth Thursday)</i></li> </ul> |
| Yap Campus<br>FMI Campus          | <ul style="list-style-type: none"> <li>✓ <i>Good Friday</i></li> <li>✓ <i>Yap Day (March 1 (plus 1 floating day))</i></li> <li>✓ <i>Yap State Constitution Day (December 2)</i></li> </ul>  |
| Chuuk Campus                      | <ul style="list-style-type: none"> <li>✓ <i>Good Friday</i></li> <li>✓ <i>Chuuk State Constitution Day (October 1)</i></li> <li>✓ <i>Thanksgiving Day (fourth Thursday)</i></li> <li>✓ <i>Cultural Day (March 31)</i></li> </ul>  |

See Board Policy 6013.