



DEPARTMENT OF THE NAVY
DIRECTORATE FOR ADMINISTRATION, LOGISTICS, AND OPERATIONS
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

MAR 19 2020

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Department of the Navy Independence Day 2020 Holiday Guidance

Independence Day will be observed as a holiday for most federal employees on Friday, 3 July 2020.


Accordingly, the Secretary of the Navy has approved special liberty to allow for the early departure or late arrival of military members, where mission requirements allow and subject to supervisory approval.

As designated by the Chief of Naval Operations or Commandant of the Marine Corps for their respective Service, military members may work their normal duty hours until close of business on Thursday, 2 July 2020, and return to work by noon on Monday, 6 July 2020. Alternatively, military members may be released at noon on Thursday, 2 July 2020, and return to work at their normal duty hour on Monday, 6 July 2020.

Civilian employees may be excused early on Thursday, 2 July 2020, where mission requirements allow, subject to supervisory approval, and in accordance with all applicable rules and regulations.

In addition, flexibility is encouraged in granting leave for both military and civilian personnel before and after the holiday. Each organization should minimize its holiday manning while ensuring mission accomplishment.

As we celebrate our nation's independence, all personnel are encouraged to keep safety as our highest priority on the highways and near fireworks to ensure an enjoyable holiday.


Gaye L. Evans
Acting

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