



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FIRES CENTER OF EXCELLENCE AND FORT SILL
455 MCNAIR AVENUE, SUITE 100
FORT SILL, OKLAHOMA 73503

ATZR-CS

21 July 2023

MEMORANDUM FOR DISTRIBUTION

**SUBJECT: United States Army Fires Center of Excellence and Fort Sill Fiscal Year 2024 (FY24)
Holiday Observances**

1. References:

- a. Army Regulation 600-8-10, Leaves and Passes, 3 June 2020
- b. Memorandum, HQ TRADOC, ATCS-XS (630), 14 October 2022, subject: HQ TRADOC FY24 Holiday Observances and Organization Day

2. Fort Sill FY24 holiday schedule follows:

a. Public holiday observances:

9 October 2023	Columbus Day
10 November 2023	Veteran's Day (observed)
23 November 2023	Thanksgiving Day
25 December 2023	Christmas Day (observed)
1 January 2024	New Year's Day (observed)
15 January 2024	Martin Luther King Jr. Day
19 February 2024	Presidents' Day
27 May 2024	Memorial Day
19 June 2024	Juneteenth National Holiday (observed)
4 July 2024	Independence Day
2 September 2024	Labor Day

b. Training holiday observances:

6 October 2023	Friday before Columbus Day
13 November 2023	Monday after Veteran's Day
24 November 2023	Friday after Thanksgiving Day
26 December 2023	Tuesday After Christmas Day
2 January 2024	Tuesday After New Year's Day
12 January 2024	Friday before Martin Luther King Jr. Day
16 February 2024	Friday before Presidents' Day
29 March 2024	TRADOC Spring Holiday
24 May 2024	Friday before Memorial Day
20 June 2024	Thursday after Juneteenth National Holiday
5 July 2024	Friday after Independence Day
30 August 2024	Friday before Labor Day

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3. Dependent upon mission and operational requirements, treat the days in subparagraph 2b as training holidays for military personnel. When requested, and with supervisory approval, Civilian personnel may use annual or other appropriate leave on training holidays.


4. The United States Army Fires Center of Excellence and Fort Sill holiday season is 18 December 2023 to 2 January 2024. Fort Sill units, agencies, and activities will remain operational (half day schedule is based on the O-6 level Commander/Director's mission requirements) through the holiday period, except for the Christmas and New Year's days off and designated training holidays listed above. Employing a "day-on/day-off" methodology is not authorized. Each Fort Sill unit, agency, and activity is responsible for managing the staffing of their organization. Follow Army regulations and Civilian labor agreements in planning/executing holiday work schedules. Civilian employees must be in an approved leave status when they are not on duty during the holiday period.

5. Required installation security and support details will be accomplished. Commanders and Directors will provide minimum staffing consistent with operational requirements. The 428th Field Artillery Brigade, 434th Field Artillery Brigade, and 30th Air Defense Artillery Brigades may continue training in selected courses, when essential, to meet graduation schedules.

6. To ensure safe and enjoyable holiday periods, Commanders and supervisors will conduct pre-holiday safety briefings and inspections.

7. All full-time employees, including those on flexible or compressed work schedules, are entitled to an "in lieu of" holiday when a holiday falls on a non-workday. "In lieu of" holidays will be managed in accordance with Office of Personnel Management policies and agency directives.

8. The point of contact for this memorandum is the Fires Center of Excellence and Fort Sill Secretary to the General Staff, at (580) 558-0599.


JOHN M. BAREFIELD
Colonel, GS
Chief of Staff

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