



STRONG
for **YOU**

2020-AP-158

Memorandum

Date: March 18, 2020
To: All Personnel - Fire Full-Time Suppression
From: Mark Hodge
Deputy Fire Chief
Subject: **Holiday/Lieu Day Rescheduling**

In regards to the current situation involving COVID-19 and Holidays / Lieu days scheduled, some changes will be allowed at this time.

Staff who have Holidays and/or Lieu Days scheduled inclusively between **March 19, and April 5, 2020** that were taken at the Holiday draw may cancel their selections and rebook them into an open Holiday Day or Lieu Day vacancy later in the year.

Any combination of Holidays/Lieu days or single days of either are available to cancel as long as they were booked at the Holiday draw.

Please inform your Senior Officer of your request.

Platoon Chiefs/ District Chiefs are to notify all personnel on their respective platoons on or off duty.

MH/kd