



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
HEADQUARTERS XVIII AIRBORNE CORPS AND FORT BRAGG
2175 REILLY ROAD, STOP A
FORT BRAGG, NORTH CAROLINA 28310

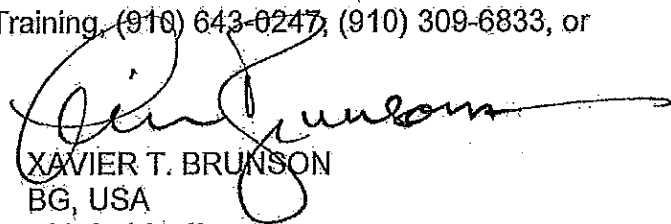
AFZA-CS

SEP 12 2017

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: XVIII Airborne Corps 2017 (FY18) Holiday Schedule, Change 1

1. XVIII Airborne Corps will operate on a half-day schedule from 14-15 December, 18-21 December, and 26-28 December 2017. The Corps Training Holidays are observed on 22-24 December and 29-31 December. The federal holiday for Christmas and New Year's Day are observed on 25 December, 2017 and 1 January 2018.
2. Duty Day. During the half-day schedule, the standard duty day begins at 0900 and ends at 1200. No training will be scheduled prior to 0900 nor after 1200; Physical training will be an individual responsibility, however O6 level commanders have the discretion to schedule organized physical training 0630 – 0900 hours during the half-day holiday schedule to enhance their Ready and Resilient Campaigns. Normal training, staff coordination, mission support, and readiness activities will be complete by 1200 daily. Leaders at all levels are expected to personally observe and enforce this schedule. Without exception, units will not implement a "day on, day off" schedule as an alternative.
3. When mission requirements dictate, commanders may direct mission essential Soldiers to work beyond the established hours. However, these personnel will be duly compensated. In general, after 1200 only staff duty personnel should remain in unit headquarters buildings.
4. Commanders should provide maximum opportunity for both Soldiers and Civilians to enjoy the holidays with their Families and friends. Civilian employees are encouraged to participate in the training holidays and half-day holiday schedule. Supervisors should approve appropriate requests for annual and compensatory leave accordingly.
5. Point of contact is Mr. Eric Lofton, G3 Training, (910) 643-0247, (910) 309-6833, or email eric.l.lofton.civ@mail.mil.


XAVIER T. BRUNSON
BG, USA
Chief of Staff

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DEPARTMENT OF THE ARMY
HEADQUARTERS, FORT BRAGG
2175 REILLY ROAD, STOP A.
FORT BRAGG, NORTH CAROLINA 28340-5000

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SEP 17 2017

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fiscal Year 2018 (FY18) Corps Compensatory Time Management Plan – Change 1

1. Attached is the XVIII Airborne Corps FY18 Compensatory Time Management Plan. This plan projects Federal holidays, Corps holidays, training holidays, half-day and payday activities schedules, in order to systematically program scheduled exercises or events around the compensatory time management plan.

2. Exceptions to this plan will be made on a case-by-case basis and should be submitted to ACoFS, G3, for approval.

a. October 2017

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|----------------------------|-------------------------|
| (1) Corps Training Holiday | 6 – 8 October (Fri-Sun) |
| (2) Columbus Day | 9 October (Mon) |

b. November 2017

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|----------------------------|----------------------------|
| (1) Pay Day Activities | 3 November (Fri) |
| (2) Veteran's Day | 10 November (Fri) |
| (3) Corps Training Holiday | 11 – 13 November (Sat-Mon) |
| (4) Thanksgiving Holiday | 23 November (Thu) |
| (5) Corps Training Holiday | 24 – 26 November (Fri-Sun) |

c. December 2017

- | | |
|-------------------------------|----------------------------|
| (1) Pay Day Activities | 1 December (Fri) |
| (2) Half-day Holiday Schedule | 14 – 15 December (Thu-Fri) |
| (3) Half-day Holiday Schedule | 18 – 21 December (Mon-Thu) |
| (4) Corps Training Holiday | 22 – 24 December (Fri-Sun) |
| (5) Christmas Day | 25 December (Mon) |
| (6) Half-day Holiday Schedule | 26 – 28 December (Tue-Thu) |
| (7) Corps Training Holiday | 29 – 31 December (Fri-Sun) |

d. January 2018

- | | |
|------------------------------------|---------------------------|
| (1) New Year's Day | 1 January (Mon) |
| (2) Corps Training Holiday | 12 – 14 January (Fri-Sun) |
| (3) Martin Luther King Jr. Holiday | 15 January (Mon) |

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SUBJECT: Fiscal Year 2018 (FY18) Corps Compensatory Time Management Plan

- e. February 2018
 - (1) Pay Day Activities 2 February (Fri)
 - (2) Post-Super Bowl 5 February (Mon/0900 work-call)
 - (3) Corps Training Holiday 16 – 18 February (Fri-Sun)
 - (4) President's Day 19 February (Mon)

- f. March 2018
 - (1) Pay Day Activities 2 March (Fri)
 - (2) Easter Holiday 30 March – 2 April (Fri-Mon)

- g. April 2018
 - (1) Corps Training Holiday 27 – 29 April (Fri-Sun)

- h. May 2018
 - (1) Pay Day Activities 4 May (Fri)
 - (2) Corps Training Holiday 25 – 27 May (Fri-Sun)
 - (3) Memorial Day 28 May (Mon)

- i. June 2018
 - (1) Pay Day Activities 1 June (Fri)
 - (2) Army Birthday 15 – 18 June (Fri-Mon)

- j. July 2018
 - (1) Independence Day Holiday 4 July (Wed)
 - (2) Corps Training Holiday 5 July (Thu)


- k. August 2018
 - (1) Pay Day Activities 3 August (Fri)
 - (2) Corps Training Holiday 24 – 26 August (Fri-Sun)
 - (3) First Day of School 27 August (Mon/0900 work-call)
 - (4) Corps Training Holiday 31 August – 2 September (Fri-Sun)

- l. September 2018
 - (1) Labor Day 3 September (Mon)

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SUBJECT: Fiscal Year 2018 (FY18) Corps Compensatory Time Management Plan

3. Point of contact is Mr. Lofton, Corps, G3 Training, DSN 593-0247 or Commercial (910) 643-0247 or (910) 309-6833; email eric.l.lofton.civ@mail.mil.



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