TO: President, Interim Provost, COO, Vice Presidents, Deans, Directors, Heads of Academic and Administrative Departments

DATE: September 2, 2016

SUBJECT: UNIVERSITY HOLIDAY FOR NON-ACADEMIC PERSONNEL

According to the Collective Labor Contract with AUB Workers and Staff Syndicate, this is to announce that **MONDAY, SEPTEMBER 12, 2016 AND TUESDAY, SEPTEMBER 13, 2016, EID AL ADHA**, will be observed as holidays for non-academic personnel.

Any Employee or Worker who is required to be on duty by reason of regular shift work or for performing essential services on these days will be advised by his/her supervisor and will be granted a compensatory day off within a period of 30 days from the said holiday.

Heads of Departments are kindly asked to inform the employees in their area of responsibility of the above.

Samar Diab Rouhana
Interim Director of Human Resources