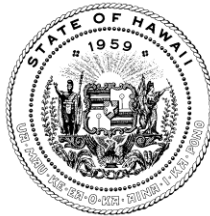


LINDA LINGLE
GOVERNOR OF HAWAII



STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES

POST OFFICE BOX 621
HONOLULU, HAWAII 96809

LAURA H. THIELEN
CHAIRPERSON
BOARD OF LAND AND NATURAL RESOURCES
COMMISSION ON WATER RESOURCE MANAGEMENT

RUSSELL Y. TSUIJI
FIRST DEPUTY

KEN C. KAWAHARA
DEPUTY DIRECTOR - WATER

AQUATIC RESOURCES
BOATING AND OCEAN RECREATION
BUREAU OF CONVEYANCES
COMMISSION ON WATER RESOURCE MANAGEMENT
CONSERVATION AND COASTAL LANDS
CONSERVATION AND RESOURCES ENFORCEMENT
ENGINEERING
FORESTRY AND WILDLIFE
HISTORIC PRESERVATION
KAHOOLAWE ISLAND RESERVE COMMISSION
LAND
STATE PARKS

DEPARTMENT OF LAND AND NATURAL RESOURCES
FURLOUGH PLAN
October 20, 2009

I. Introduction

The first furlough day is Friday, October 23, 2009. However, the October 23 Board of Land and Natural Resources meeting will proceed as planned. The Department will be amending future Land Board meetings to accommodate the furlough schedule, and will be posting notices of amended meeting dates.

II. Staff Covered by United Public Workers (UPW)

The State and UPW contracts have not settled. Until otherwise informed, DLNR staff covered by UPW are not being furloughed and will report to work in accordance with their normal schedule.

III. DLNR Furlough Schedule for all Non-UPW Staff

All DLNR staff covered by HGEA, except for the ones listed below, will be furloughed and their respective administrative offices closed two days of the month on the scheduled furlough days on the attached calendar which is being followed by the majority of Executive Agency staff.

IV. Exceptions:

- **Chairperson's Office:** For the first month of the furlough implementation the Chairperson's Office will have clerical staff assigned alternate furlough days to retain clerical coverage 5 days a week to ensure smooth implementation. The need to retain 5-day clerical coverage will be reevaluated at the end of the month based upon the calls into the office.
- **Bureau of Conveyances:** The law requires the BOC to be open to the public Monday – Friday. All employees will be scheduled one furlough day per week for each week with a designated furlough day. The schedule will provide public access Monday – Friday to the Regular System and Land Court System recording services.
- **State Parks:** Park's administrative offices will follow the main furlough calendar. HGEA field and maintenance crews and caretakers will have scheduled furlough days

on a Tuesday, Wednesday or Thursday on the same week as the statewide scheduled furlough days.

Each State Park will be placed into one of the following three categories:

- ***Revenue generating park:*** Will remain open with limited service (Ex: Diamond Head).
 - ***Historic or Cultural Treasure:*** Will close on furlough day if no park staff are available to be there to protect cultural and/or historic treasures and sites (Ex: Lapakahi Historic Park).
 - ***General Park:*** We're going to begin by keeping them open and asking the public to kokua and care for these places while we're not there. If they are vandalized, we will close them, but we'll address that on a park-by-park basis based on the public behavior. (Ex: Iao Needle)
-
- **Boating & Ocean Recreation:** Boating's administrative offices will follow the main furlough calendar. HGEA covered harbor agents, staff and maintenance crews will have scheduled furlough days Tuesday, Wednesday or Thursday on the same week as the statewide scheduled furlough days.
 - **Conservation & Resource Enforcement:** DOCARE will alternate furlough days, with everyone assigned one furlough day each week on the same weeks as the scheduled furlough days. Schedules will maximize coverage on weekends and holidays, protect officer safety, and will not publish furlough days.
 - **Engineering Inspection Crew:** Inspectors will be scheduled one furlough day a week on the same weeks as the statewide scheduled furlough days in a manner that retains sufficient inspectors to oversee capital improvement projects by private contractors working five days a week.
 - **Engineering Geothermal Crew:** DLNR is required to have a certified staff on call 24/7 while geothermal drilling is being conducted. The two certified engineers will be assigned alternate furlough days, one day a week on the same weeks as the statewide scheduled furlough days.
 - **Emergency Events:** In the event of an emergency occurring on a scheduled furlough day employees may be called into work to respond.

ATTACHMENT B

Furlough Calendar for: DAGS, DOA, AG, B&F, DBEDT, DCCA, DHHL, DOH, DHRD, DHS ,
DLNR, DPS, TAX, DOT, OIP *

October 2009						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Holiday: None

November 2009						
Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Holiday: November 11 & 26
Veterans' Day & Thanksgiving

December 2009						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Holiday: December 25
Christmas

January 2010						
Su	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	28	29	28	29	30
31						

Holiday: January 1 & 18
New Year's Day & Dr. Martin
Luther King, Jr. Day

February 2010						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Holiday: February 15
President's Day

March 2010						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Holiday: March 26
Prince Jonah Kuhio
Kalaniana'ole Day

April 2010						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Holiday: April 2
Good Friday

May 2010						
Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Holiday: May 31
Memorial Day

June 2010						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Holiday: June 11
King Kamehameha I Day

- = Furlough day when office will be closed
- = State Holiday

* The scheduled furloughs will apply to the administrative offices and almost all staff within these departments. However a limited number of programs within a few departments will use alternate scheduled furlough days to minimize disruption of their unique public services. These programs with alternate days will be posted on each department's website.