

## 2009 WORK WEEK SCHEDULE HIARNG

2009	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Pay Period
<b>DEC 2008</b>	21	22 8H	23	24	25 Holiday	26	27	#1
<b>January</b>	28	29 OFF	30	31	1 Holiday	2	3	
	4	5 8H	6	7	8	9	10	#2
	11	12 OFF	13	14	15	16	17	
	18	19 Holiday	20	21	22	23	24	#3
	25	26 OFF	27	28	29	30	31	
<b>February</b>	1	2 8H	3	4	5	6	7	#4
	8	9 OFF	10	11	12	13	14	
	15	16 Holiday	17	18	19	20	21	#5
	22	23 OFF	24	25	26	27	28	
<b>March</b>	1	2 8H	3	4	5	6	7	#6
	8	9 OFF	10	11	12	13	14	
	15	16 8H	17	18	19	20	21	#7
	22	23 OFF	24	25	26	27	28	
<b>April</b>	29	30 8H	31	1	2	3	4	#8
	5	6 OFF	7	8	9	10	11	
	12	13 8H	14	15	16	17	18	#9
	19	20 OFF	21	22	23	24	25	
	26	27 8H	28	29	30	1	2	#10
<b>May</b>	3	4 OFF	5	6	7	8	9	
	10	11 8H	12	13	14	15	16	#11
	17	18 OFF	19	20	21	22	23	
	24	25 Holiday	26	27	28	29	30	#12
<b>June</b>	31	1 OFF	2	3	4	5	6	
	7	8 8H	9	10	11	12	13	#13
	14	15 OFF	16	17	18	19	20	
	21	22 8H	23	24	25	26	27	#14
<b>July</b>	28	29 OFF	30	1	2	3 Holiday	4	
	5	6 8H	7	8	9	10	11	#15
	12	13 OFF	14	15	16	17	18	
	19	20 8H	21	22	23	24	25	#16
	26	27 OFF	28	29	30	31	1	
<b>August</b>	2	3 8H	4	5	6	7	8	#17
	9	10 OFF	11	12	13	14	15	
	16	17 8H	18	19	20	21	22	#18
	23	24 OFF	25	26	27	28	29	
<b>September</b>	30	31 8H	1	2	3	4 ILO HOL	5	#19
	6	7 Holiday/OFF	8	9	10	11	12	
	13	14 8H	15	16	17	18	19	#20
	20	21 OFF	22	23	24	25	26	
<b>October</b>	27	28 8H	29	30	1	2	3	#21
	4	5 OFF	6	7	8	9	10	
	11	12 Holiday	13	14	15	16	17	#22
	18	19 OFF	20	21	22	23	24	
	25	26 8H	27	28	29	30	31	#23
<b>November</b>	1	2 OFF	3	4	5	6	7	
	8	9 8H	10	11 Holiday	12	13	14	#24
	15	16 OFF	17	18	19	20	21	
	22	23 8H	24	25	26 Holiday	27	28	#25
<b>December</b>	29	30 OFF	1	2	3	4	5	
	6	7 8H	8	9	10	11	12	#26
	13	14 OFF	15	16	17	18	19	
	20	21 8H	22	23	24	25 Holiday	26	#1
<b>Jan 2010</b>	27	28 OFF	29	30	31	1 Holiday	2	

As of 02 Dec 08

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**Rules of Engagement (ROE):**

1. The Office of Personnel Management guidance requires that each two-week pay period have 80 work hours. The day off and eight-hour day must be within each pay period. The right column on the calendar reflects the way the comptroller shop and timekeepers record the periods.
2. The eight-hour days are normally the first Monday of each pay period and the off days are normally the second Monday of the pay period.



HIARCS

JOINT FORCES HEADQUARTERS  
**HAWAII ARMY NATIONAL GUARD**

BUILDING 1785, KALAELOA  
3949 DIAMOND HEAD ROAD, HONOLULU, HAWAII 96816-4495

17 October 2008


MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Designated ADONSA Dates for CY 2009

1. The designated dates for calendar year 2009 are listed below:

<u>ADONSA</u>	<u>HOLIDAY</u>
Friday, 2 Jan 09	New Year's Day, Thursday, 1 Jan 09
Friday, 16 Jan 09	Dr. Martin Luther King Jr. Day Monday, 19 Jan 09
Friday, 13 Feb 09	President's Day, Monday, 16 Feb 09
Friday, 27 Mar 09	Prince Kuhio Day, (State Holiday) Thursday, 26 Mar 09
Friday, 10 Apr 09	Good Friday, (State Holiday)
Friday, 22 May 09	Memorial Day, Monday, 25 May 09
Friday, 12 Jun 09	King Kamehameha I Day (State Holiday) Thursday, 11 Jun 09
Monday, 6 Jul 09	Independence Day, Friday, 3 Jul 09
Friday, 21 Aug 09	Admission Day, (State Holiday)
Friday, 4 Sep 09	Labor Day, Monday, 7 Sep 09
Friday, 9 Oct 09	Discover's Day, Monday, 12 Oct 09
Friday, 27 Nov 09	Thanksgiving Day, Thursday, 26 Nov 09
Monday, 28 Dec 09	Christmas Day, Friday, 25 Dec 09

2. POC is LTC Laura Soares, AGR Manager, 672-1321.

  
ARTHUR J. LOGAN  
Colonel, IN, HIARNG  
Chief of Staff

Distribution:

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