

# CIVILIAN PERSONNEL BULLETIN

UNITED STATES MILITARY ACADEMY  
WEST POINT, NEW YORK 10996

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7-December-2007

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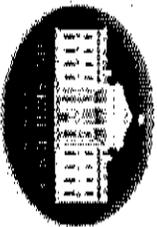
## EXCUSED ABSENCE – DECEMBER 24, 2007

1. President Bush issued an Executive Order to excuse most Federal employees from duty for the day on Monday, December 24, 2007 (see reverse)
2. Employees who have scheduled annual leave that day will not have to use the leave. It is important to note, however, if the scheduled leave is “use or lose” leave, it must be rescheduled for use prior to January 5, 2008, otherwise the leave will be forfeited and cannot be restored.
3. We anticipate that the Office of Personnel Management (OPM) will transmit pay and leave instructions as they have in the past. Please watch their website [www.opm.gov](http://www.opm.gov) for guidance on this excused absence and the effect on part-time employees, the “in lieu of” holiday rules, and flexible and compressed work schedules.
4. For further information, please contact your Civilian Personnel Advisor in the CPAC at 938-3943.

  
CAROL L. McQUINN  
Director  
Civilian Personnel Advisory Center

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THE WHITE HOUSE

PRESENTED BY GEORGE W. BUSH

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For Immediate Release  
Office of the Press Secretary  
December 6, 2007

**Executive Order: Closing of Executive Departments and Agencies of the Federal Government on Monday, December 24, 2007**

By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered as follows:

**Section 1.** All executive branch departments and agencies of the Federal Government shall be closed and their employees excused from duty on Monday, December 24, 2007, the day before Christmas Day, except as provided in section 2 below.

**Sec. 2.** The heads of executive branch departments and agencies may determine that certain offices and installations of their organizations, or parts thereof, must remain open and that certain employees must report for duty on December 24, 2007, for reasons of national security or defense or other public need.

**Sec. 3.** Monday, December 24, 2007, shall be considered as falling within the scope of Executive Order 11582 of February 11, 1971, and of 5 U.S.C. 5546 and 6103(b) and other similar statutes insofar as they relate to the pay and leave of employees of the United States.

GEORGE W. BUSH

THE WHITE HOUSE,

December 6, 2007.

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