



**Byron P. Decoteau, Jr., Director**

Post Office Box 94111  
Baton Rouge, LA 70804-9111  
225.342.8274  
[scsinfo@la.gov](mailto:scsinfo@la.gov)  
[civilservice.la.gov](http://civilservice.la.gov)

## GENERAL CIRCULAR NUMBER 2022-048

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**DATE:** November 7, 2022

**TO:** Heads of State Agencies and Human Resources Directors

**SUBJECT:** Upcoming Legal and Proclaimed Holidays

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The following holidays either are set forth in statute or have been proclaimed by Governor John Bel Edwards:

Tuesday November 8, 2022	General Election – legal holiday
Friday, November 11, 2022	Veterans Day – legal holiday
Thursday, November 24, 2022	Thanksgiving Day – legal holiday
Friday, November 25, 2022	Acadian Day – proclaimed holiday
Friday, December 23, 2022	Christmas – proclaimed holiday
Sunday, December 25, 2022	Christmas – legal holiday
Monday, December 26, 2022*	Christmas – proclaimed holiday (Observed)
Friday, December 30, 2022	New Year’s Day – proclaimed holiday
Sunday, January 1, 2023	New Year’s Day – legal holiday
Monday, January 2, 2023*	New Year’s Day – proclaimed holiday (Observed)

See the Governor’s Proclamations attached. Note that employees are allotted only 2 holidays each for Christmas and New Year’s. “Observed” (or designated) holidays are only for employees not regularly scheduled to work on the holiday. In this case, most employees are not regularly scheduled to work on Sunday and the Governor has proclaimed that the holiday be observed/designated on the following Monday. Employees normally scheduled and required to report for duty on the holiday will be appropriately compensated in accordance with the Civil Service Rules. These employees are not entitled to designate a different day as their holiday. For questions, see the [Job Aid: Understanding State Holidays](#) from the State Civil Service HR Handbook.

Sincerely,

s/Byron P. Decoteau, Jr.  
State Civil Service Director

# State of Louisiana



## EXECUTIVE DEPARTMENT PROCLAMATION NUMBER 148 JBE 2022

### *LEGAL STATE HOLIDAY - ACADIAN DAY*

**WHEREAS,** pursuant to La. R.S. 1:55(A)(1) and (B)(1)(a), Thanksgiving Day, Thursday, November 24, 2022, is a legal holiday and a day of rest in the State of Louisiana, observed by the departments of the State;

**WHEREAS,** Louisiana Revised Statute 1:55(B)(3) empowers the governor to authorize the observance by the departments of the State of other holidays and half-holidays by executive proclamation;

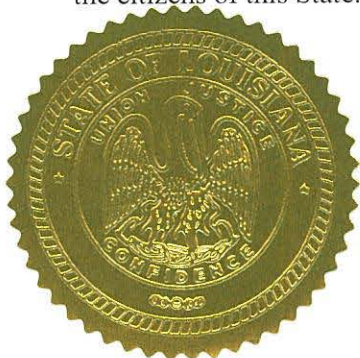
**WHEREAS,** when the Friday after Thanksgiving Day is declared a holiday by the governor, pursuant to La. R.S. 1:55(B)(3), such holiday is designated as Acadian Day to commemorate “the arrival in Louisiana of the Acadian people from the French colony Acadia following the ceding of that colony to England in 1713 and in recognition of the fact that much of the early economic and political development of Louisiana is directly attributable to the industry of the Acadian people, through cultivation of land, utilization of Louisiana’s natural resources, and the interest of the Acadian people in political self-determination and American democracy;” and

**WHEREAS,** the citizens of the State of Louisiana and the officers and employees of the departments of the State will benefit from an additional legal holiday during a time period when families traditionally gather together to remember their blessings and promote family values.

**NOW THEREFORE I, JOHN BEL EDWARDS,** Governor of the State of Louisiana, by virtue of the authority vested by the Constitution and laws of the State of Louisiana, do hereby order and direct as follows:

**SECTION 1:** Friday, November 25, 2022, is declared Acadian Day in the State of Louisiana, and it shall be observed as a day of rest.

**SECTION 2:** Insofar as practicable, the appointing authorities and/or heads of all institutions, offices and departments of the State (hereafter “appointing authority”) shall permit the officers and employees under their control to observe Acadian Day as a day of rest. Nonetheless, an appointing authority shall have discretion to require said officers or employees to work on Acadian Day when, in the appointing authority’s judgment, it is required for the efficient administration of a state facility, the operation of which is necessary and indispensable to the citizens of this State.



**IN WITNESS WHEREOF,** I have set my hand officially and caused to be affixed the Great Seal of Louisiana in the City of Baton Rouge, on this 26<sup>th</sup> day of October, 2022.

  
GOVERNOR OF LOUISIANA

**ATTEST BY THE SECRETARY  
OF STATE**

  
SECRETARY OF STATE



# State of Louisiana

## EXECUTIVE DEPARTMENT PROCLAMATION NUMBER 154 JBE 2022

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### *LEGAL STATE HOLIDAY – FRIDAY, DECEMBER 23, 2022*

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**WHEREAS,** it is necessary to clarify and amend the language as issued in Executive Proclamation 149 JBE 2022.

**WHEREAS,** pursuant to La. R.S. 1:55(A) and (B)(1)(a), Monday, December 26, 2022, is a legal holiday and a day of rest in the State of Louisiana observed by the departments of the State;

**WHEREAS,** Louisiana Revised Statute 1:55(B)(3) empowers the Governor to authorize, by Executive Proclamation, the observance by the departments of the State of other holidays and half-holidays that the Governor deems in keeping with efficient administration; and

**WHEREAS,** the citizens of the State of Louisiana and the officers and employees of the departments of the State will benefit from an additional legal holiday during a period when families traditionally gather together to remember their blessings and promote family values.

**NOW THEREFORE I, JOHN BEL EDWARDS,** Governor of the State of Louisiana, by virtue of the authority vested by the Constitution and laws of the State of Louisiana, do hereby order and direct as follows:

**SECTION 1:** Proclamation 149 JBE 2022 is hereby rescinded and replaced with this Proclamation.

**SECTION 2:** Friday, December 23, 2022 is declared an additional legal holiday in the State of Louisiana and shall be observed as a day of rest.

**SECTION 3:** Insofar as practicable, the appointing authorities and/or heads of all institutions, offices and departments of the State (hereafter “appointing authority”) shall permit the officers and employees under their control to observe Friday, December 23, 2022 as a day of rest. Nonetheless, an appointing authority shall have discretion to require said officers and/or employees to work on the holiday when, in the appointing authority’s judgment, it is required for the efficient administration of a state facility, the operation of which is necessary and indispensable to the citizens of the State.



**ATTEST BY THE SECRETARY  
OF STATE**

**IN WITNESS WHEREOF,** I have set my hand officially and caused to be affixed the Great Seal of Louisiana in the City of Baton Rouge, on this 2<sup>nd</sup> day of November, 2022.

Handwritten signature of John Bel Edwards in blue ink.

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**GOVERNOR OF LOUISIANA**

Handwritten signature of the Secretary of State in blue ink.

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**SECRETARY OF STATE**



# State of Louisiana

## EXECUTIVE DEPARTMENT PROCLAMATION NUMBER 155 JBE 2022

### *LEGAL STATE HOLIDAY – FRIDAY, DECEMBER 30, 2022*

**WHEREAS,** it is necessary to clarify and amend the language as issued in Executive Proclamation 150 JBE 2022.

**WHEREAS,** pursuant to La. R.S. 1:55(A) and (B)(1)(a), Monday, January 2, 2023, is a legal holiday and a day of rest in the State of Louisiana observed by the departments of the State;

**WHEREAS,** Louisiana Revised Statute 1:55(B)(3) empowers the Governor to authorize, by Executive Proclamation, the observance by the departments of the State of other holidays and half-holidays that the Governor deems in keeping with efficient administration; and

**WHEREAS,** the citizens of the State of Louisiana and the officers and employees of the departments of the State will benefit from an additional legal holiday during a period when families traditionally gather together to remember their blessings and promote family values.

**NOW THEREFORE I, JOHN BEL EDWARDS,** Governor of the State of Louisiana, by virtue of the authority vested by the Constitution and laws of the State of Louisiana, do hereby order and direct as follows:

**SECTION 1:** Proclamation 150 JBE 2022 is hereby rescinded and replaced with this Proclamation.

**SECTION 2:** Friday, December 30, 2022 is declared an additional legal holiday in the State of Louisiana and shall be observed as a day of rest.

**SECTION 3:** Insofar as practicable, the appointing authorities and/or heads of all institutions, offices and departments of the State (hereafter “appointing authority”) shall permit the officers and employees under their control to observe Friday, December 30, 2022 as a day of rest. Nonetheless, an appointing authority shall have discretion to require said officers and/or employees to work on the holiday when, in the appointing authority’s judgment, it is required for the efficient administration of a state facility, the operation of which is necessary and indispensable to the citizens of the State.



**ATTEST BY THE SECRETARY  
OF STATE**

**IN WITNESS WHEREOF,** I have set my hand officially and caused to be affixed the Great Seal of Louisiana in the City of Baton Rouge, on this 2<sup>nd</sup> day of November, 2022.

A handwritten signature in blue ink, appearing to read "John Bel Edwards", is written over a horizontal line.

**GOVERNOR OF LOUISIANA**

A handwritten signature in blue ink, appearing to read "R. Keith Moore", is written over a horizontal line.

**SECRETARY OF STATE**