



SHRM Survey Findings: 2017 Holiday Schedules

October 2016

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About SHRM

The Society for Human Resource Management (SHRM) is the world's largest HR professional society, representing 285,000 members in more than 165 countries. For nearly seven decades, the Society has been the leading provider of resources serving the needs of HR professionals and advancing the practice of human resource management. SHRM has more than 575 affiliated chapters within the United States and subsidiary offices in China, India and United Arab Emirates. Visit us at shrm.org.

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Introduction

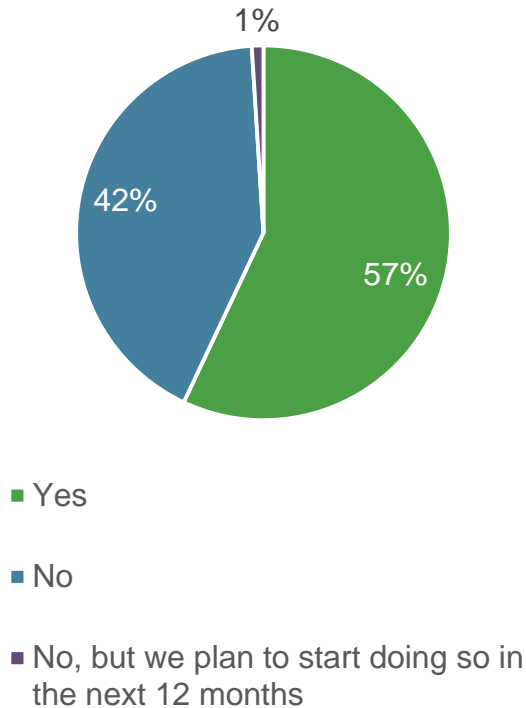
SHRM conducts the Holiday Schedules survey every year to determine which holidays organizations will observe by closing their offices early or for the entire day. In addition, this year's findings also include data from SHRM's Paid Leave research. The 2016 and 2015 Holiday Schedules Survey Findings can be found under Resources at the end of this document.

Key Findings

- More than half (57%) of respondents indicated their organizations pay a premium for employees working on a holiday when the organization would normally be closed. Of these organizations, 40% pay double-time and 21% pay one-and-a-half-time, while 19% pay overtime and 21% pay some other type of premium.
- Less than one-third (30%) of organizations offer floating holidays to employees.
- Most organization do not allow full-time (82%) or part-time (88%) employees to swap holidays.
- While most offices (84%) will remain open during the week between Christmas and New Year's Day (Monday, December 25 through Saturday, December 30), 15% of organizations will close their offices during this week.
- The vast majority of organizations (90% or more) will observe the following holidays in 2017 by closing their offices:
 - New Year's Day (Sunday, January 1)
 - Memorial Day (Monday, May 29)
 - Independence Day (Tuesday, July 4)
 - Labor Day (Monday, September 4)
 - Thanksgiving Day (Thursday, November 23)
 - Christmas Day (Monday, December 25)

Premium for Working on a Holiday

Does your organization pay a premium for employees working on a holiday when the organization would normally be closed?



Note: n = 394

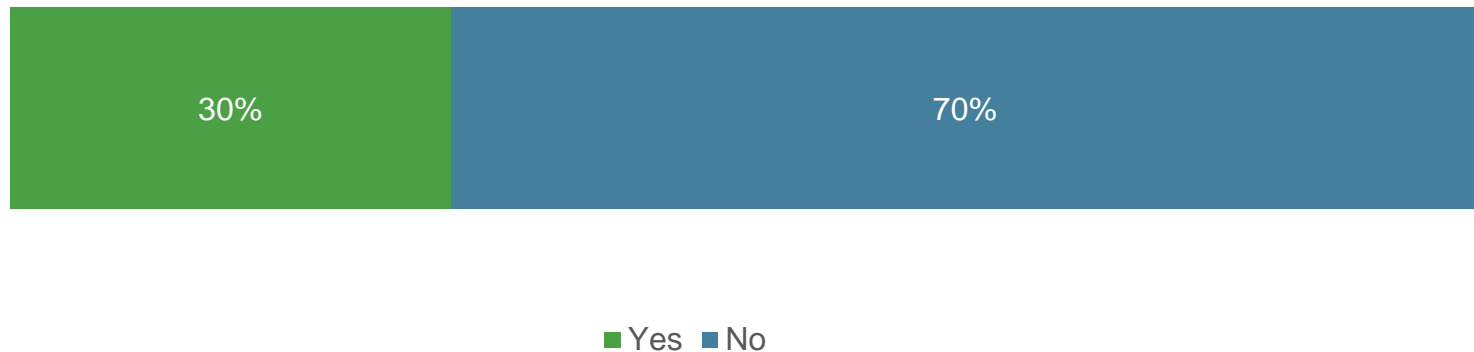
What type of premium does your organization pay for employees working on a holiday when the organization would normally be closed?

- ❖ 1.5x / time-and-a-half (21%)
- ❖ 2x / double-time (40%)
- ❖ Overtime (19%)

Note: n = 202. Percentages do not total 100% due to rounding and exclusion of "other" responses. These responses were adapted from open-ended responses of participants who indicated their organization pays a premium for employees working on a holiday.

Floating Holidays

Does your organization offer any floating holidays (other than personal days and paid holidays) to employees? For example, employees receive a paid holiday to take when they wish such as on their birthday, or on another holiday that is not a scheduled holiday for your organization.



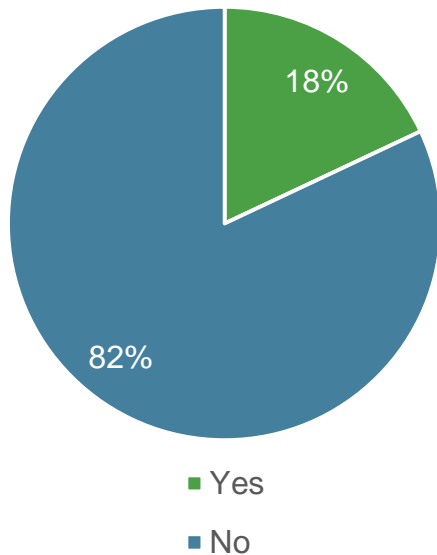
Note: n = 2,215.

Source: Paid Leave Survey Findings (SHRM, October 2016).

Swapping Holidays

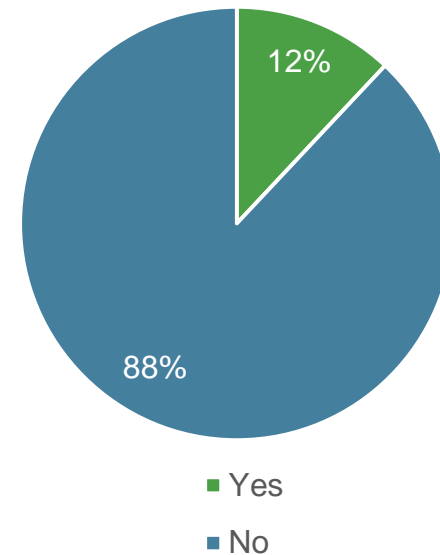
Does your organization allow employees to “swap holidays,” (i.e., employees are allowed to request to work on a holiday provided by the policy in exchange for being off on a holiday not provided by the policy; for example, an employee may work on Christmas day in exchange for taking Yom Kippur or Chinese New Year as a holiday)?

Full-Time Employees



Note: n = 2,261.
Source: Paid Leave Survey Findings (SHRM, October 2016).

Part-Time Employees



Note: n = 2,084.
Source: Paid Leave Survey Findings (SHRM, October 2016).

2017 Holiday Schedules

Of the following holidays and observances in 2017, for which will your organization's offices be closed, close early or remain open?

	Offices closed	Offices close early	Offices remain open
New Year's Day: Sunday, January 1	90%	<1%	9%
Monday after New Year's Day: Monday, January 2	72%	<1%	28%
Martin Luther King, Jr. Day: Monday, January 16	39%	<1%	61%
Chinese and Vietnamese New Year: Saturday, January 28	2%	0%	98%
President's Day: Monday, February 20	34%	0%	66%
Ash Wednesday: Wednesday, March 1	0%	0%	100%
First day of Passover: Tuesday, April 11	<1%	0%	99%
Second day of Passover: Wednesday, April 12	<1%	0%	99%
Good Friday: Friday, April 14	27%	6%	67%
Easter Sunday: Sunday, April 16	51%	0%	49%
Monday after Easter: Monday, April 17	4%	<1%	96%
Friday before Memorial Day: Friday, May 26	3%	14%	82%

Note: n = 129-405. Respondents who answered "not sure" or that their organizations were normally closed on the day of the week that the holiday fell were excluded from this analysis. Percentages may not total 100% due to rounding. Purple shading denotes a federal holiday. Orange shading denotes a religious holiday.

2017 Holiday Schedules (continued)

Of the following holidays and observances in 2017, for which will your organization's offices be closed, close early or remain open?

	Offices closed	Offices close early	Offices remain open
Beginning of Ramadan: Saturday, May 27	2%	<1%	97%
Memorial Day: Monday, May 29	93%	<1%	6%
First day of Shavuot: Wednesday, May 31	1%	<1%	98%
Second day of Shavuot: Thursday, June 1	<1%	<1%	99%
End of Ramadan: Sunday, June 25	2%	<1%	97%
Monday before Independence Day: Monday, July 3	13%	10%	77%
Independence Day: Tuesday, July 4	93%	<1%	6%
Friday before Labor Day: Friday, September 1	2%	13%	85%
Eid al-Adha/Festival of Sacrifice: Friday, September 1, or Saturday, September 2	<1%	<1%	99%
Labor Day: Monday, September 4	94%	<1%	6%
First day of Rosh Hashanah: Thursday, September 21	1%	<1%	98%
Second day of Rosh Hashanah: Friday, September 22	<1%	<1%	99%

Note: n = 129-405. Respondents who answered "not sure" or that their organizations were normally closed on the day of the week that the holiday fell were excluded from this analysis. Percentages may not total 100% due to rounding. Purple shading denotes a federal holiday. Orange shading denotes a religious holiday.

2017 Holiday Schedules (continued)

Of the following holidays and observances in 2017, for which will your organization's offices be closed, close early or remain open?

	Offices closed	Offices close early	Offices remain open
Yom Kippur: Saturday, September 30	2%	<1%	97%
First day of Sukkot/Feast of Tabernacles: Thursday, October 5	<1%	<1%	99%
Friday before Columbus Day: Friday, October 6	<1%	1%	98%
Columbus Day: Monday, October 9	14%	<1%	86%
Diwali: Thursday, October 19	0%	<1%	100%
Friday before Veterans Day: Friday, November 10	11%	1%	88%
Veterans Day: Saturday, November 11	19%	<1%	80%
Monday after Veterans Day: Monday, November 13	3%	<1%	97%
Day before Thanksgiving: Wednesday, November 22	5%	17%	78%
Thanksgiving Day: Thursday, November 23	97%	0%	3%
Day after Thanksgiving: Friday, November 24	75%	2%	23%
First day of Chanukah: Wednesday, December 13	0%	<1%	100%

Note: n = 129-405. Respondents who answered "not sure" or that their organizations were normally closed on the day of the week that the holiday fell were excluded from this analysis. Percentages may not total 100% due to rounding. Purple shading denotes a federal holiday. Orange shading denotes a religious holiday.

2017 Holiday Schedules (continued)

Of the following holidays and observances in 2017, for which will your organization's offices be closed, close early or remain open?

	Offices closed	Offices close early	Offices remain open
Friday before Christmas Eve: Friday, December 22	19%	13%	68%
Day before Christmas Eve: Saturday, December 23	35%	5%	60%
Christmas Eve: Sunday, December 24	62%	14%	24%
Christmas Day: Monday, December 25	95%	<1%	4%
Day after Christmas: Tuesday, December 26	28%	<1%	71%
Week between Christmas and New Year's Day: Monday, December 25, to Saturday, December 30	15%	<1%	84%
Friday before New Year's Eve: Friday, December 29	20%	10%	70%
Day before New Year's Eve: Saturday, December 30	33%	2%	65%
New Year's Eve: Sunday, December 31	44%	10%	46%
New Year's Day: Monday, January 1, 2018	95%	<1%	5%
Day after New Year's Day: Tuesday, January 2, 2018	7%	<1%	93%

Note: n = 129-405. Respondents who answered "not sure" or that their organizations were normally closed on the day of the week that the holiday fell were excluded from this analysis. Percentages may not total 100% due to rounding. Purple shading denotes a federal holiday. Orange shading denotes a religious holiday.



DEMOGRAPHICS

Demographics: Organization Industry

	Percentage
Manufacturing	20%
Professional, scientific, and technical services	18%
Health care and social assistance	14%
Educational services	10%
Government agencies	10%
Finance and insurance	9%
Construction	5%
Transportation and warehousing	5%
Religious, grant-making, civic, professional and similar organizations	4%
Administrative and support and waste management and remediation services	3%
Retail trade	3%

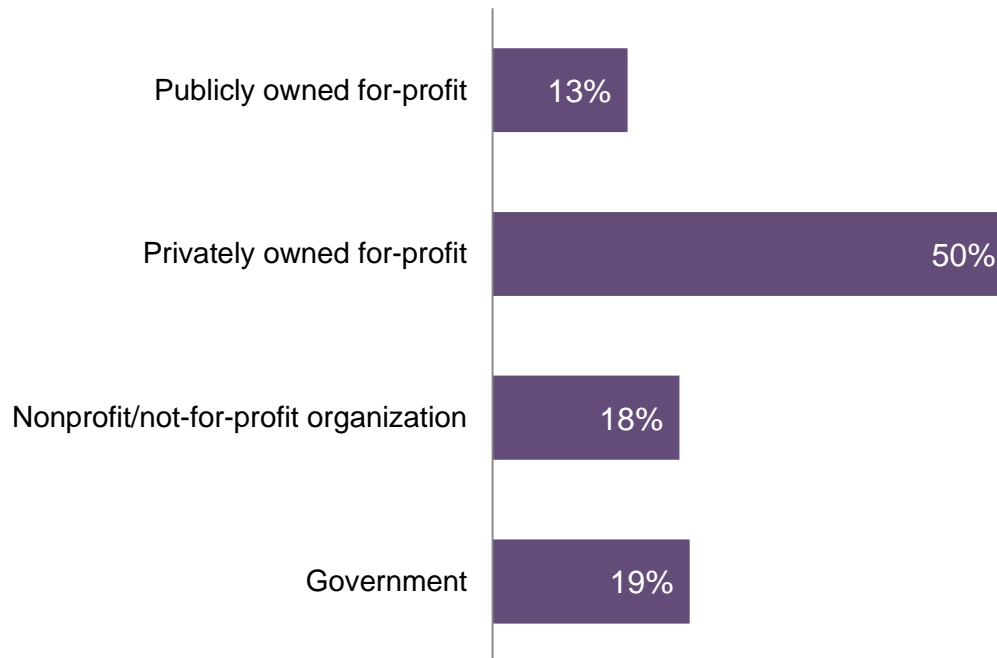
Note: n = 403. Percentages do not total 100% due to multiple response options.

Demographics: Organization Industry

	Percentage
Utilities	3%
Accommodation and food services	3%
Information	2%
Arts, entertainment and recreation	2%
Real estate and rental and leasing	2%
Wholesale trade	2%
Agriculture, forestry, fishing and hunting	2%
Repair and maintenance	1%
Mining, quarrying, and oil and gas extraction	1%
Personal and laundry services	0%
Other industry	12%

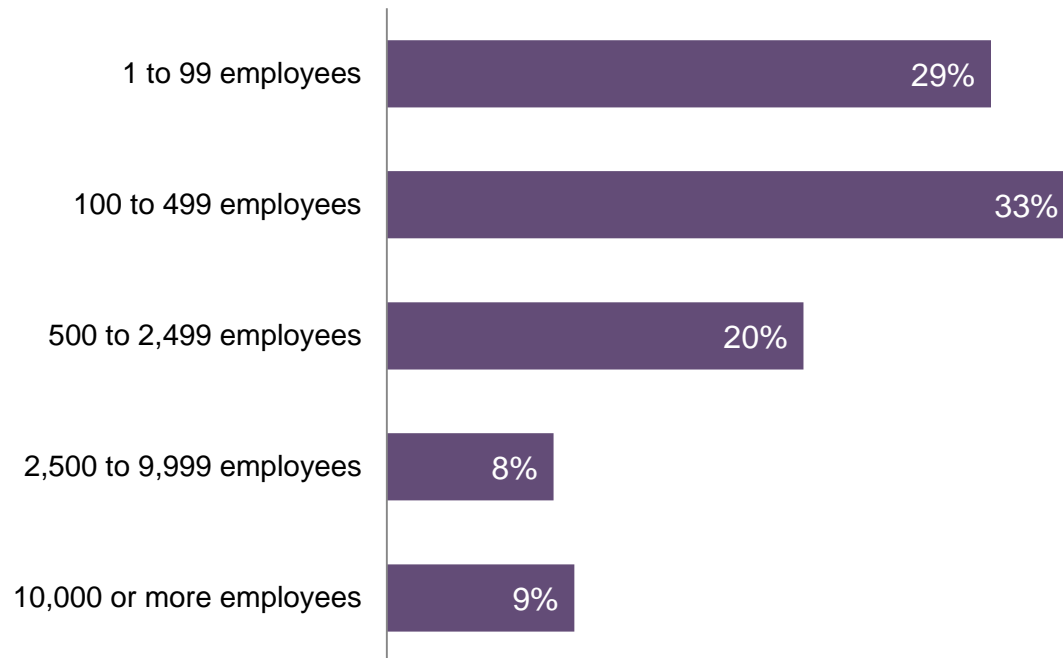
Note: n = 403. Percentages do not total 100% due to multiple response options.

Demographics: Organization Sector



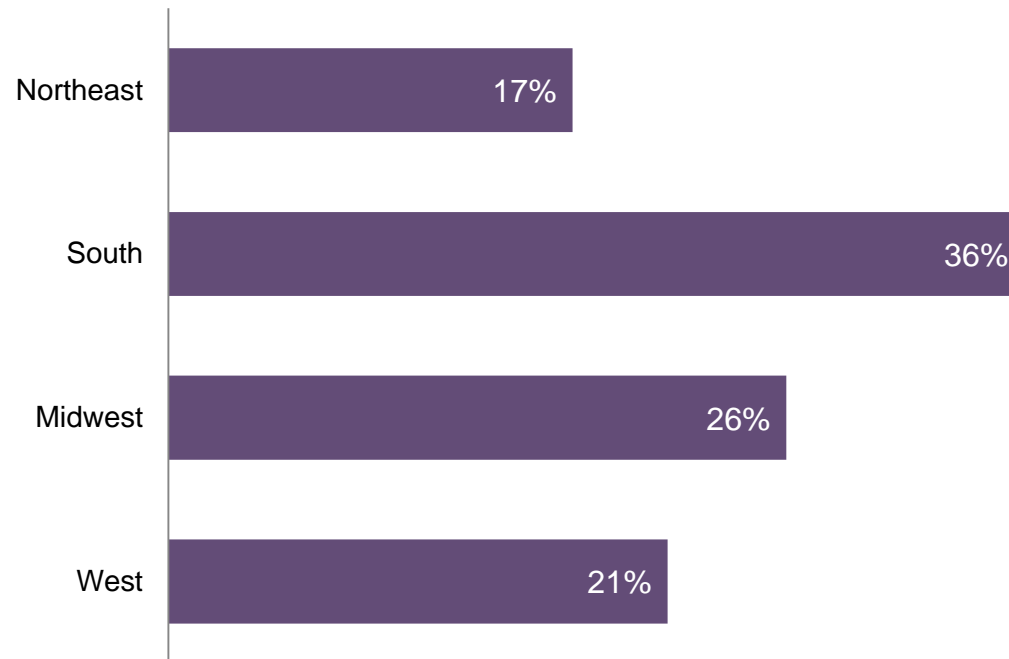
n = 398

Demographics: Organization Staff Size



Note: n = 384. Percentages do not total 100% due to rounding.

Demographics: Organization Region



n = 363

Demographics: Other

Does your organization have U.S.-based operations (business units) only, or does it operate multinationally?

U.S.-based operations only	81%
Multinational operations	19%

n = 402

What is the HR department/function for which you responded throughout this survey?

Corporate (companywide)	73%
Business unit/division	11%
Facility/location	15%

Note: n = 261. Percentages do not total 100% due to rounding.

Is your organization a single-unit organization or a multi-unit organization?

Single-unit organization: An organization in which the location and the organization are one and the same.	36%
Multi-unit organization: An organization that has more than one location.	64%

n = 404

For multi-unit organizations, are HR policies and practices determined by the multi-unit headquarters, by each work location or by both?

Multi-unit headquarters determines HR policies and practices.	57%
Each work location determines HR policies and practices.	3%
A combination of both the work location and the multi-unit headquarters determines HR policies and practices.	41%

Note: n = 261. Percentages do not total 100% due to rounding.

SHRM Survey Findings: 2017 Holiday Schedules

Survey Methodology

- Response rate = 14%
- 415 HR professionals from a randomly selected sample of SHRM's membership participated in this survey.
- Margin of error +/-5%
- Survey fielded September 2016

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Resources

- [2016 Paid Leave in the Workplace Survey Findings](#)
- [Shari's Solutions: Holiday Pay for Part-Timers](#) – See header “Are we required to provide holiday pay to part-time employees?” for important information
- [2016 Holiday Schedules Survey Findings](#)
- [2015 Holiday Schedules Survey Findings](#)
- [2015 End of Year/Holiday Activities Survey Findings](#)
- [2016 Employee Benefits Research Report](#)