



The Secretary General

Florence, 8 May 2019

NOTE TO THE MEMBERS OF THE INSTITUTE

RE: Public Holidays and Closure Days of the Institute in 2020

Please kindly take note of the following public holidays and days of closure of the EUI offices during calendar year 2020:

1 – 6 January	Winter closure
9 – 13 April	Easter break
1 May	Labour Day
10 – 21 August	Summer closure
7 – 8 December	Feast of the Immaculate Conception
23 – 31 December	Winter closure

The August closure (10 days in total) corresponds to 10 days of annual leave, or 10 days to be compensated under the flexible working hours' scheme. Therefore, in compliance with President's Decision No. 46/14, for calendar year 2020, the maximum number of days to be recuperated with compensatory leave is two (2).

The Institute will be closed for the period from 10 to 21 August 2020.
Activities will resume as normal on Monday 24 August 2020.

These closure days should be taken into account when organising the Institute's activities and in particular seminars, conferences, lectures, etc. in order to avoid logistical difficulties and additional costs.

Days of annual leave not taken before 31 December 2020 will be carried over to the following year within the statutory limits.

(original signed)
Vincenzo Grassi