

ALLEGATO II L

Florence, 4 April 2022

NOTE TO THE MEMBERS OF THE INSTITUTE**RE: Public Holidays and Closure Days of the Institute in 2023**

Please kindly take note of the following public holidays and days of closure of the EUI offices during calendar year 2023:

1 - 6 January	Winter closure
6 - 10 April	Easter break
1 May	Labour Day
7 - 20 August	Summer closure
1 November	All Saints' Day
8 December	Immaculate Conception Day
23 - 31 December	Winter closure

The summer closure corresponds to 9 days of annual leave, which can be compensated by 9 of the maximum 12 days accumulated under the flexible working hours' scheme. The 15 August is a national holiday.

The Institute will be closed for the period from 7 to 20 August 2023.

Activities will resume as normal on Monday 21 August 2023.

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 2023 will be carried over to the following year within the statutory limits.

(signed)

Marco Del Panta