



## UNITED STATES MARINE CORPS

MARINE CORPS AIR BASES WESTERN AREA MCAS MIRAMAR  
P O BOX 452001 SAN DIEGO CA 92145-2001

Canc: Jan 05

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### AIR BASES BULLETIN 1050

From: Commander  
To: Distribution List

Subj: HOLIDAY LEAVE AND SPECIAL HOLIDAY LIBERTY POLICY

Encl: (1) Holiday and Special Liberty Periods

1. Situation. To announce the Holiday Leave and Special Liberty periods for calendar year 2004. This Bulletin establishes the Holiday and Special Liberty Policy for Marine Corps Air Bases Western Area (MCABWA).

2. Mission. Commanding Officers are encouraged to establish liberal policies during the forthcoming holidays. Commanding Officers should not feel compelled to establish certain periods during which annual leave may be granted (i.e., Memorial Day or Thanksgiving holidays) or the number of days that leave may be granted. Consideration should be given to operational and training commitments in order to balance mission accomplishment with individual morale.

### 3. Execution

#### a. Commander's Intent

(1) Commanding Officers will ensure individuals are afforded every opportunity to plan and execute holiday plans in accordance with this Bulletin and current leave and liberty regulations.

(2) Commanding Officers will follow the holiday and liberty schedule outlined in the enclosure. All holiday and liberty periods coincide with a weekend to form either a 72 or 96 hour liberty period. Commanders will ensure safety briefs and/or safety stand downs are conducted prior to each holiday period.

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(3) Commanding Officers and supervisors are encouraged to follow a liberal leave policy for Civilian Employees in accordance with applicable regulations.

b. Changes to the Holiday Schedule. Changes to the schedule may occur, based on higher headquarters authority.

4. Command and Signal

a. Signal. This Bulletin is effective the date signed.

b. Command. This Bulletin is applicable to all units under the Commander, Marine Corps Air Bases Western Area. Marine Detachments may follow this schedule as long as it does not interfere with the host command's mission.



P. C. CHRISTIAN  
Acting

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Copy to: CO MATSG-23 Lemoore, CA  
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HOLIDAY AND SPECIAL LEAVE PERIODS

<u>Liberty Dates/Time</u>	<u>Actual Holiday</u>	<u>Holiday</u>
17-19 Jan 04 (72)	19 Jan 04	Martin Luther King Day
14-16 Feb 04 (72)	16 Feb 04	Presidents Day
29 May-1 Jun 04 (96)	31 May 04	Memorial Day
2-5 Jul 04 (96)	4 Jul 04	Independence Day
4-7 Sep 04 (96)	6 Sep 04	Labor Day
9-11 Oct 04 (72)	11 Oct 04	Columbus Day
11-14 Nov 04 (96)	11 Nov 04	Veterans Day
25-28 Nov 04 (96)	25 Nov 04	Thanksgiving
23-26 Dec 04 (96)	25 Dec 03	Christmas
30 Dec 04-2 Jan 05 (96)	1 Jan 05	New Years