



DEPARTMENT OF THE ARMY  
HEADQUARTERS, XVIII AIRBORNE CORPS AND FORT BRAGG  
2175 REILLY ROAD, STOP A  
FORT BRAGG, NORTH CAROLINA 28310-5000

AFZA-GT-ET

7 May 2019

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: XVIII Airborne Corps Fiscal 2020 (FY20) Compensatory Time Management Plan

1. XVIII Airborne Corps FY20 Compensatory Time Management Plan. This plan projects Federal holidays, Corps Training Holidays, half-day schedules and payday activities for FY20.

2. Exceptions to this plan will be made on a case-by-case basis and should be submitted to ACofS, G3, for approval.

- a. October 2019
  - (1) Corps Training Holiday 11 – 13 October (Fri-Sun)
  - (2) Columbus Day 14 October (Mon)
  
- b. November 2019
  - (1) Pay Day Activities 01 November (Fri)
  - (2) Corps Training Holiday 08 – 10 November (Fri-Sun)
  - (3) Veteran's Day (Observance) 11 November (Mon)
  - (4) Thanksgiving Holiday 28 November (Thu)
  - (5) Corps Training Holiday 29 November – 1 December (Fri-Sun)
  
- c. December 2019
  - (1) Pay Day Activities 06 December (Fri)
  - (2) Half-day Holiday Schedule 16 – 20 December (Mon-Fri)
  - (3) Half-day Holiday Schedule 23 December (Mon)
  - (4) Corps Training Holiday 24 December (Tue)
  - (5) Christmas Day 25 December (Wed)
  - (6) Half-day Holiday Schedule 26 – 27 December (Thur-Fri)
  - (7) Half-day Holiday Schedule 30 December (Mon)
  - (8) Corps Training Holiday 31 December (Tue)
  
- d. January 2020
  - (1) New Year's Day 01 January (Wed)
  - (2) Half-Day Holiday Schedule 02 – 03 January (Thur-Fri)
  - (3) Corps Training Holiday 17 – 19 January (Fri-Sun)
  - (4) Martin Luther King Jr. Holiday 20 January (Mon)

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SUBJECT: Fiscal Year 2020 (FY20) Corps Compensatory Time Management Plan

- e. February 2020
  - (1) Post-Super Bowl 03 February (Mon/0900 work-call)
  - (2) Pay Day Activities 07 February (Fri)
  - (3) Corps Training Holiday 14 – 16 February (Fri-Sun)
  - (4) President's Day 17 February (Mon)
  
- f. March 2020
  - (1) Pay Day Activities 06 March (Fri)
  - (2) Corps Training Holiday 16 March (Mon)
  
- g. April 2020
  - (1) Pay Day Activities 03 April (Fri)
  - (2) Easter Holiday 10 – 13 April (Fri-Mon)
  
- h. May 2020
  - (1) Pay Day Activities 01 May (Fri)
  - (2) Corps Training Holiday 22 – 24 May (Fri-Sun)
  - (3) Memorial Day 25 May (Mon)
  
- i. June 2020
  - (1) Pay Day Activities 05 June (Fri)
  - (2) Corps Training Holiday 12 – 15 June (Fri-Mon)
  
- j. July 2020
  - (1) Corps Training Holiday 03 – 06 (Fri-Mon)
  
- k. August 2020
  - (1) Pay Day Activities 07 August (Fri)
  - (2) Corps Training Holiday 21 – 23 August (Fri-Sun)
  - (3) First Day of School 24 August (Mon/0900 work-call)
  
- l. September 2020
  - (1) Corps Training Holiday 04 – 06 September (Fri-Sun)
  - (2) Labor Day 07 September (Mon)

3. Point of contact is Mr. Lofton, Corps, G3 Training, DSN 293-9214 or Commercial (910) 396-9214 or (910) 364-8329; email [eric.l.lofton.civ@mail.mil](mailto:eric.l.lofton.civ@mail.mil).

  
LAWRENCE N. AIELLO  
COL, GS  
TF Dragon Chief of Staff

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: XVIII Airborne Corps 2019 (FY20) Holiday Schedule

1. XVIII Airborne Corps will operate on a half-day schedule from 16-20 December, 23 December, 26-27 December, 30 December 2019, and 02-03 January 2020. The Corps Training Holidays are observed on 24 December and 31 December 2019. The federal holiday for Christmas and New Year's Day are observed on 25 December 2019 and 1 January 2020.
2. Duty Day. During the half-day schedule, the standard duty day begins at 0900 and ends at 1200. No training will be scheduled prior to 0900 nor after 1200; Physical training will be an individual responsibility, however O6 level commanders have the discretion to schedule organized physical training 0630 – 0900 hours during the half-day holiday schedule to enhance their Ready and Resilient Campaigns. Normal training, staff coordination, mission support, and readiness activities will be complete by 1200 daily. Leaders at all levels are expected to personally observe and enforce this schedule. Without exception, units will not implement a "day on, day off" schedule as an alternative.
3. When mission requirements dictate, commanders may direct mission essential Soldiers to work beyond the established hours. However, these personnel will be duly compensated. In general, after 1200 only staff duty personnel should remain in unit headquarters buildings.
4. Commanders should provide maximum opportunity for both Soldiers and Civilians to enjoy the holidays with their Families and friends. Civilian employees are encouraged to participate in the training holidays and half-day holiday schedule. Supervisors should approve appropriate requests for annual and compensatory leave accordingly.
5. Point of contact is Mr. Eric Lofton, G3 Training, (910) 396-9214, (910) 364-8329, or email [eric.l.lofton.civ@mail.mil](mailto:eric.l.lofton.civ@mail.mil).

A handwritten signature in blue ink, appearing to read "LAWRENCE N. AIELLO", is positioned above the typed name.

LAWRENCE N. AIELLO  
COL, GS  
TF Dragon Chief of Staff

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