

**Full Authority**  
**21 November 2019**  
**Agenda Item: 16**

**Christmas Closing**

As per the direction of FA Motion G99/13, the CVCA office will be closed for the following days during the Christmas and New Year's Day holiday season. An appropriate on call and duty forecast schedule will be developed for the duration.

The following abbreviated calendar is provided for your reference.

23 Dec'19 Monday Open	24 Dec'19 Tuesday Open	25 Dec'19 Wednesday Closed Stat Holiday	26 Dec'19 Thursday Closed Stat Holiday	27 Dec'19 Friday Closed Staff Vacation or Overtime	28 Dec'19 Saturday Closed	29 Dec'19 Sunday Closed
30 Dec'19 Monday Closed Staff Vacation or Overtime	31Dec'19. Tuesday Closed Staff Vacation or Overtime	1 Jan '20 Wednesday Closed Stat Holiday	2 Jan '20 Thursday Open	3 Jan '20 Friday Open	4 Jan '20 Saturday Closed	5 Jan '20 Sunday Closed