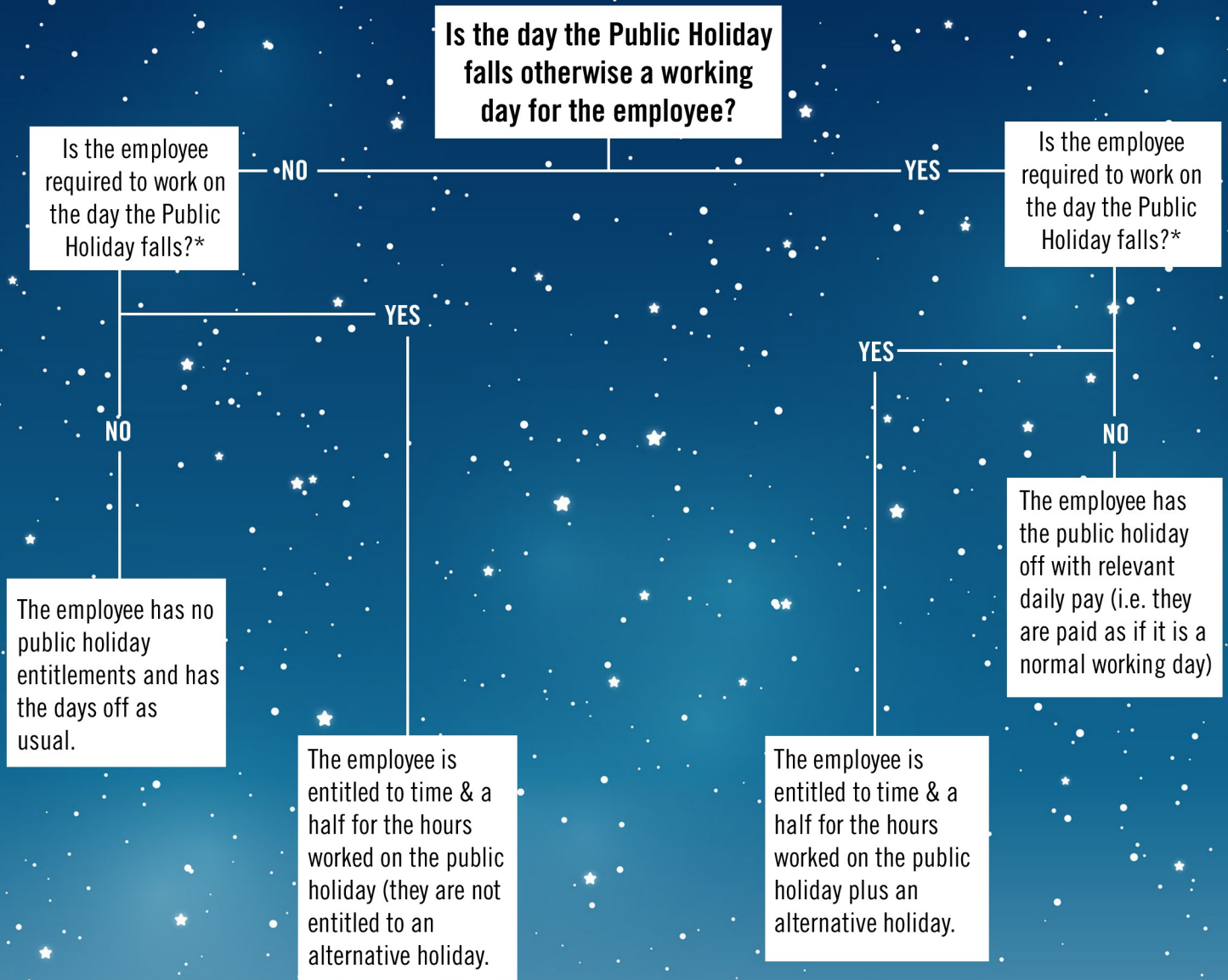


CHRISTMAS DAY AND NEW YEARS DAY HOLIDAY ENTITLEMENTS



This flow chart has been prepared for members of clubs new zealand as a guide to determining employee holiday entitlements for Christmas Day 25th December, Boxing Day 26th December 2017, New Years Day 1 January 2018 and Day After New Years 2 January 2018.

The flow chart should be worked through from start to finish for each separate Public Holiday for each Employee individually.

The entitlements described are the minimum holiday entitlements as outlined in the holidays act, employers are able to increase entitlements if they choose to . Clubs will need to refer to each employees individual employment agreement to determine whether further entitlements are available.

*An employee can only be required (made) to work on a public holiday if it falls on a day that is otherwise worked on, and their employment agreement says they have to work on the public holiday.