



Public Holidays and Collective Closing Days

TU/e

EINDHOVEN
UNIVERSITY OF
TECHNOLOGY



Public Holidays and Collective Closing Days

Leave on public holidays

According article 4.8 cao-NU the following are observed as public holidays: New Year's Day, Good Friday, Easter Sunday, Easter Monday, May 5 ('Bevrijdingsdag'), Ascension Day, Whit Sunday, Whit Monday, Christmas Day and Boxing Day, the day on which the king or queen's birthday is celebrated in the Netherlands. In principle, no work is performed on the above public holidays. However, this can be overruled if the interests of the institution render this unavoidable. If these public days are working days employees do not need to take leave for these days. This means that employees, who based on the agreements regarding their working hours would not work or would work only partially, may not take the free hours on another day.

Good Friday

In accordance with Article 4.8 paragraph 5 of the CAO-NU, employees whose fixed working pattern requires them to work on Fridays may request the exchange of the Good Friday holiday for another religious, national, regional or local public holiday or anniversary each year starting in 2024. Employees who wish to take advantage of this option must submit a request to their supervisor no later than four weeks before Good Friday. The employer may refuse a request in the event of substantial business interests, including the closure of a building for employees whose position does make it possible for them to work from home. TU/e buildings are closed on Good Friday.

Closure around Christmas and New Year

In consultation with employee organizations, the Executive Board decided at its meeting of June 18, 2018 to close the university for the years 2020/2030 around Christmas and New Year.

This closure is largely compensated for by the use of three days of leave and by the hours that the TU/e closed earlier on two carnival days and on funfair Wednesday (from 4pm). For that reason, closure on those latter days shall not take place.

The closure at 4pm on working days on December 5 and December 24 shall be maintained.

Thanks to the obligation to take three days of leave, the TU/e can realize considerable energy savings. According to the Collective Labour Agreement (cao-NU) January 1 (New Year's Day), December 25 and 26 December (Christmas) are public holidays. These are days on which in principle no work is performed, and the TU/e buildings are closed.

See the concluding paragraph "reserving leave hours" for an elaboration.

Schedule for closure around Christmas and New Year for the years up to and including 2029:

Days TU/e closed up to and including 2029

Year	Weekdays	Data	Number of days
2018/2019	Mon-Thu-Fri-Mon	Dec 24-27-28-31	4
2019/2020	Fri-Mon-Tue	Dec 27-30-31	3
2020	Mon to Thu	Dec 28-29-30-31	4
2021	Mon to Fri	Dec 27-28-29-30-31	5
2022	Tue to Fri	Dec 27-28-29-30	4
2023	Wed to Fri	Dec 27-28-29	3
2024	Fri, Mon, Tue	Dec 27-30-31	3
2025	Mon to Wed and Fri	Dec 29-30-31 and Jan 2	4
2026	Mon to Thu	Dec 28-29-30-31	4
2027	Mon to Fri	Dec 27-28-29-30-31	5
2028	Wed to Fri	Dec 27-28-29	3
2029	Mon, Thu, Fri, Mon	Dec 24, 27-28-31	4

Closure around 'Koningsdag' (the King's Birthday), 'Bevrijdingsdag' (May 5) and Ascension Day

In consultation with employee organizations, the Executive Board decided at its meeting of June 18, 2018 that a maximum of one day of leave shall be reserved for closure on collective closing days around 'Koningsdag' and 'Bevrijdingsdag' (May 5) for the years 2020 up to and including 2029. For the closure on Friday after Ascension Day (collective closing day) one day of leave shall be reserved. See the concluding paragraph "reserving leave hours" for an elaboration.

Schedule for closure around 'Koningsdag', May 5 (Bevrijdingsdag) and Friday after Ascension Day (Hemelvaart) for the years up to 2030:

Days TU/e is closed up to and including 2029

Year	'Koningsdag' (the King's Birthday)	'Bevrijdingsdag' (May 5)	Ascension Day	Collective closing days
2019	Saturday April 27	Sunday May 5	Thursday May 30	Friday May 31
2020	Monday April 27	Tuesday May 5	Thursday May 21	Monday May 4, Friday May 22
2021	Tuesday April 27	Wednesday May 5	Thursday May 13	Monday April 26, Friday May 14
2022	Wednesday April 27	Thursday May 5	Thursday May 26	Friday May 6, Friday May 27
2023	Thursday April 27	Friday May 5	Thursday May 18	Friday April 28, Friday May 19
2024	Saturday April 27	Sunday May 5	Thursday May 9	Friday May 10
2025	Saturday April 26	Monday May 5	Thursday May 29	Friday May 30
2026	Monday April 27	Tuesday May 5	Thursday May 14	Monday May 4, Friday May 15
2027	Tuesday April 27	Wednesday May 5	Thursday May 6	Monday April 26, Friday May 7
2028	Thursday April 27	Friday May 5	Thursday May 25	Monday April 28, Friday May 26
2029	Friday April 27	Saturday May 5	Thursday May 10	Friday May 11

Reserving leave hours

24 leave hours are set aside for the **Christmas and New Year** period when the university is closed. This rule applies up to and including 2029.

- Part-timers surrender the following with respect to closing times: part-time percentage x 24 hours.
- The calculation for employees on parental leave is not according to the scope of employment, but according to the scope of working hours because they are already benefiting from another form of leave.

Example: An employee with 100% employment receives 1 day per week for parental leave and therefore works 80%. During closure at Christmas/New Year, the employee surrenders $80\% \times 24 = 19,2$ hours.

Surrendering leave hours for collective closing days

The number of hours of leave surrendered for a collective closing day is a % of the hours that a person works on that day according to his/her work pattern.

Around Ascension Day: 100% of the working hours on Friday are surrendered as leave hours.

Around April 27 and May 5:

- If there is 1 collective closing day: 100% of the working hours on the collective closing day are surrendered as leave hours.
- If there are 2 collective closing days: 50% of the sum of working hours on both days is surrendered as leave hours.

If structurally no work is carried out on a collective closing day: 0% surrendered.

This information was updated in February 2024.