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See: [2021 Payday/Holiday Calendar](#) and [2022 Payday/Holiday Calendar](#)
[Holidays Paid as Administrative Leave](#)
[Mctime Point of Contact List \(including Holiday Coordinators\) - Updated September, 2021](#)

Note – For part-time employees, if the schedule is accurate, the Mctime application will pre-populate the pro-rated holiday benefit, according to schedule on the first Monday of the pay period. If the employee works, if *Hours Worked* are entered on the holiday, the appropriate pro-rated premium pay will be calculated on the first Monday following the pay period. In summary, if the part time employee schedule is accurate, and if applicable *Hours Worked* are entered, the Mctime application will calculate the proper holiday credit on the employee timecard the morning of the first Monday, following the pay period.

- This message is not intended to address Holiday Credits for IAFF FRS employees or FOP Police employees, see appropriate Collectively Bargained Agreements.

Holiday Questions? Contact Departmental Holiday Coordinator

Timekeeping Questions? Contact: MCtime – MCtime@montgomerycountymd.gov