

ERC Update: 2014 Paid Holiday Poll

November 2014

Conducted by ERC
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ERC
Where Great Workplaces Start.

About Us

[ERC](#) is Northeast Ohio's largest organization dedicated to HR and workplace programs, practices, training and consulting. ERC membership provides employers access to an incredible amount of information, expertise, and cost savings that supports the attraction, retention, and development of great employees. We also host the nationally recognized NorthCoast 99 program and sponsor the ERC Health insurance program. For more information about ERC, please visit www.yourERC.com.



Acknowledgements



A very special thank you to ERC's connectwERC subscribers who generously gave their time by participating in this poll and sharing their experiences around paid holiday planning with us. ConnectwERC is a free, simple, and safe way for ERC members to connect with each other to share valuable insights and perspectives on similar workplace challenges, interests, and questions. For additional information about becoming part of the connectwERC group, login to your [myERC](#) account or contact ERC at membership@yourERC.com.

Introduction & Methodology

This report summarizes the results of a brief poll of organizations in Northeast Ohio, conducted by ERC in October 2014, on paid holidays for the remainder of 2014. The poll reports benchmark information on which holidays Northeast Ohio organizations plan to observe as full or half day paid holidays in 2014 and specifically, if changes are being made given the unique timing of this year's major holidays.

All ERC connectwERC members were invited to participate in the poll starting on October 24th via email invitation. The survey officially closed on October 31st. In order to provide the most reliable and accurate information, data was cleaned and duplicate records were removed. Any outliers or invalid data were also eliminated, yielding a final data set of 115 participating organizations, only from Northeast Ohio. Qualitative data was coded where applicable or analyzed according to commonality or major themes, and all quantitative data was analyzed using statistical software to ensure data validity and reliability.

This report shows several frequencies and response distributions. Frequencies of data responses may not total 100% exactly in some cases due to rounding of decimals or the ability for participating organizations to select multiple response options.

2014/2015 Holiday Season: Paid Days Off

Figure 1 | Which of the following holidays in 2014/2015 will be observed as either a full or half paid day off at your organization?

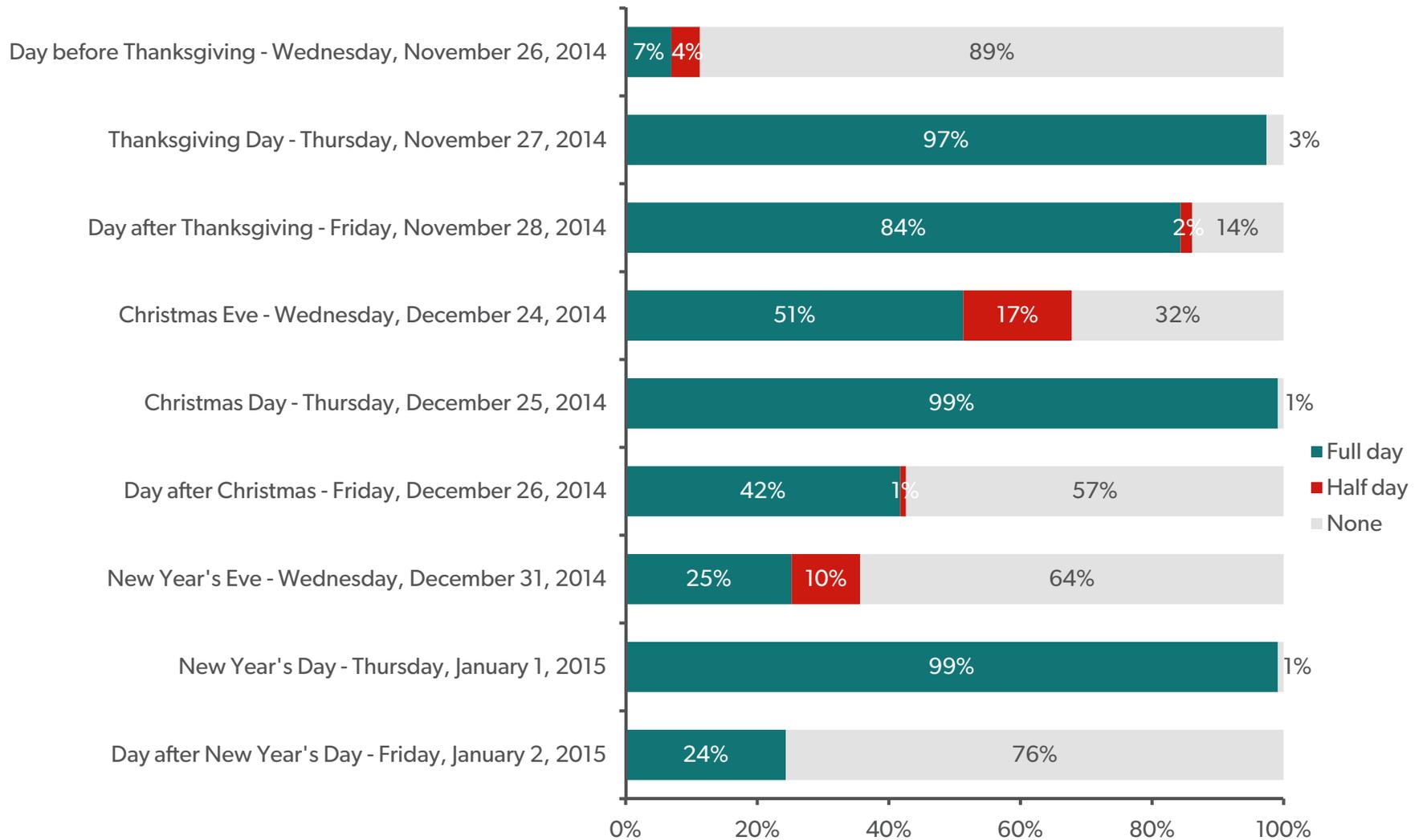
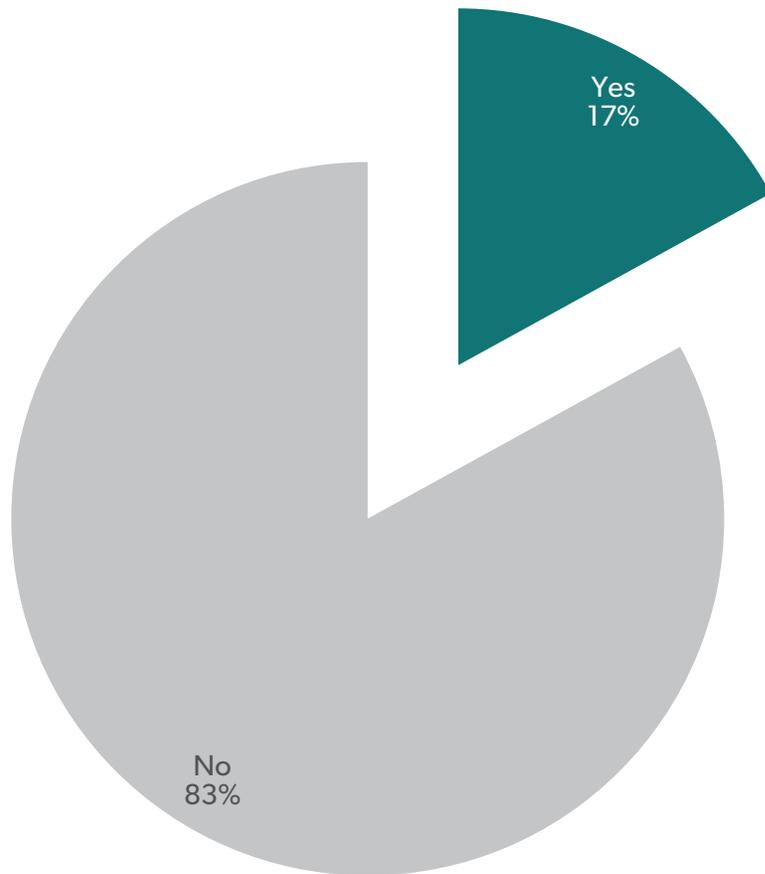


Figure 2 | Are any of your answers to Question #1 different from what your organization had planned to provide to employees at the beginning of 2014?



If yes, please explain.

Based on scheduling of our partner trucking companies, we adjusted the holiday schedule so that our plant employees work Christmas Eve and are off the day after Christmas

We are closed from Dec. 25 through Jan. 1

Christmas Eve was 1/2 day and New Years Eve was 1/2 day. Employees voted to have full day Christmas Eve and work New Years Eve.

We had planned to be closed 12/24 and 12/25 in observation of Christmas, but we moved our days to 12/25 and 12/26 to allow our employees a four day weekend with their families. We will also likely close early on Christmas Eve (i.e. noon). We usually do an early release the day before a holiday (3:30pm), but I anticipate Christmas Eve will be half-day.

The Day after Christmas

Day after New Year's Day - decided to give the team that day off as well - but it counts as 2015 holiday.

Dec 26th and Jan 2nd were not official days off until recently

As we get closer to Christmas and New Year's, we will look at business needs and decide about taking off the Friday after each holiday.

Day after Thanksgiving was changed to a day off by our Board

We moved the observed days to Thursday and Friday for Christmas/ Christmas Eve and New Years Eve/ New Years Day

Changed from Wednesday/Thursday days off to Thursday/Friday for Christmas and New Year's

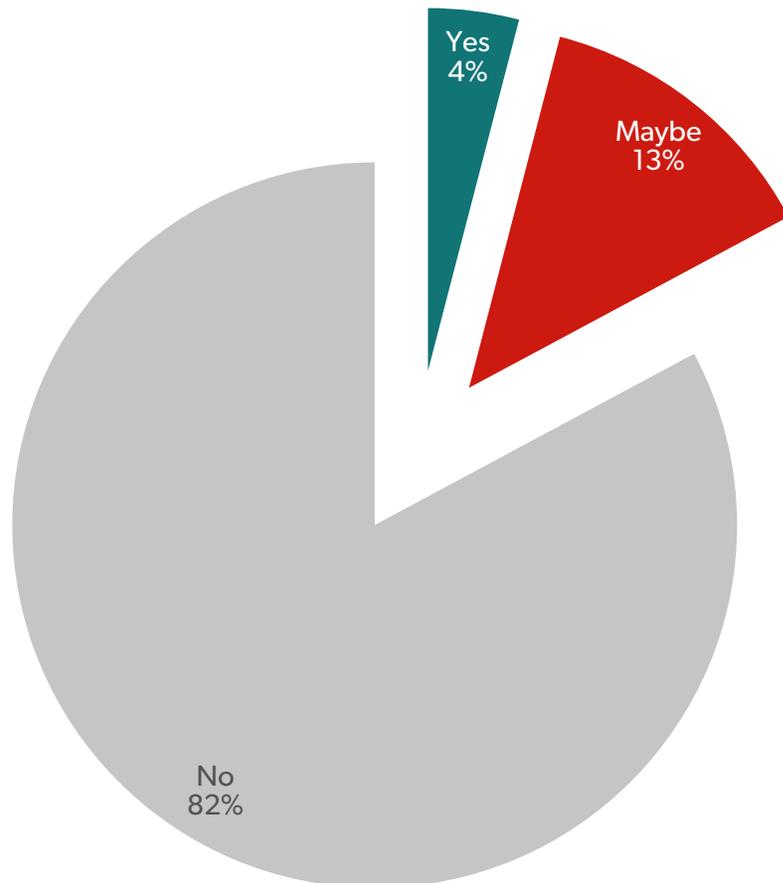
Added Fridays, December 26 and January 2

We decided to give EE's 12/26 off

Added day after Christmas

The day after Christmas was added

Figure 3 | Between now and the end of 2014 do you anticipate that your organization will make any changes to the paid days off it currently plans to provide to employees for the 2014/2015 holiday season?



If yes, please explain.

We are looking into giving January 2nd as a paid holiday in addition to New Year's Day.

If maybe, please explain.

It is hard to have days off in the middle of the week, especially 2 weeks in a row. So based on our customers' needs, we may put 3 holidays in 1 week & 1 in the other (for Christmas and New Year's).

Although the Friday after Thanksgiving is a paid holiday, there are a number of machinist that will have to work on that day for the first time in at least 5 years.

May consider paying for partial or all holidays

May give the day after Christmas off

Management can change the above schedule at any time.

We are waiting to see what the competition does. (for the Day after Christmas)

Based on work needs.

They may allow early leave on Wednesday the day before Thanksgiving and Christmas Eve. Based on the program. No earlier than 3:00 p.m.

As we get closer to Christmas and New Year's, we will look at business needs and decide about taking off the Friday after each holiday.

Day after Christmas since it's a Friday. ½ day Christmas Eve maybe.

Grant the day after Christmas and/or Jan. 2nd as a paid day

The day after Christmas is typically given off full day when it lands on a Friday

May consider other options, potential closure, for 12/26/2014 and perhaps a half day on 12/31/2014.

Depends if the Eve's fall on a business day or a weekend. If on a weekend, we do not get a half day for Christmas or New Year's Eve.

Figure 4 | Are there any other paid days off that your organization may provide to employees between now and the end of the 2014/2015 holiday season and have employees been notified of these dates as applicable?

If yes, which days & when were employees notified?

Floating Holiday for Monday Dec 29th. Employees informed of all paid holidays for the New Year prior to the previous year's end.

We shut down between Christmas and New Year's - these are paid days for our employees.

FT employees receive one additional PTO day to use between 12/1/14 and 2/28/15. Informed via email 10/21/14

Veterans Day

We are shut down the week of December 22nd so that entire week (minus Monday the 22nd because we ran out of company paid holidays) is paid holiday. Employees were notified at the beginning of 2014 on our company holiday schedule

If maybe, which days & when were employees notified?

Maybe day after Christmas

Week between Christmas and New Year's. It's announced at our staff meeting.

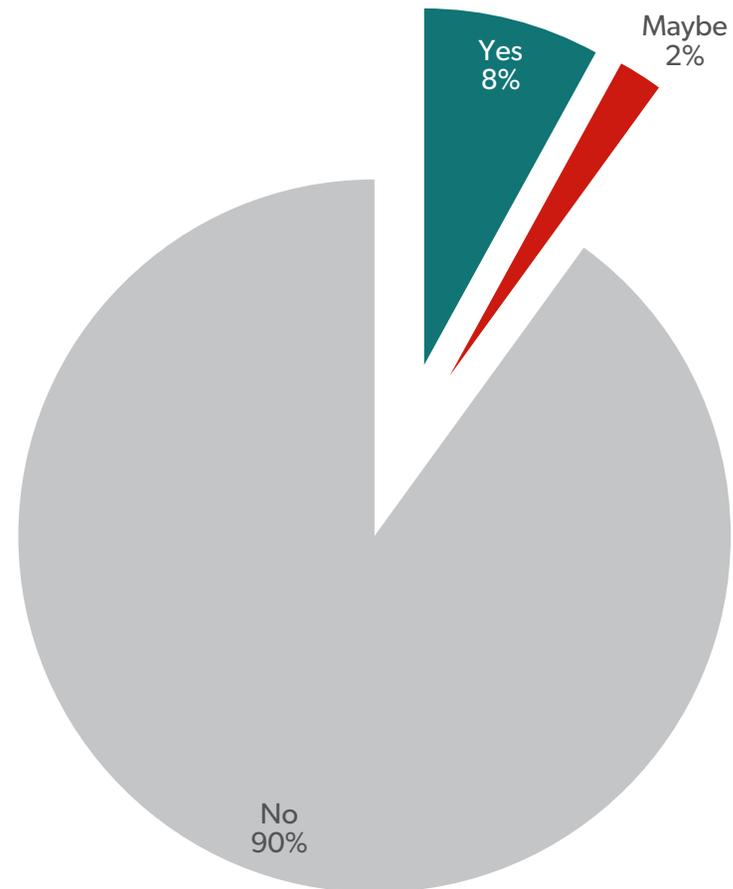


Figure 5 | If your organization is doing anything else unique in terms of the paid days off provided to employees over the 2014/2015 holiday season please share it with us in the space provided below.

- We offer flex time during the week after Christmas so people only need to work a few hours from home. As long as their work is done they can enjoy the time off.
- Employees are given a floating holiday - one paid day off - to use at their discretion. Also, employees will be permitted to leave early (without losing pay) on December 26 and December 31.
- FT employees receive one addition PTO day to use between 12/1/14 and 2/28/15. Informed via email 10/21/14
- We may decide to close the day after Christmas as well but the team would take the day as a regular PTO day.
- Our organization has a holiday shutdown each year. This year, it starts on Christmas day and goes through January 2nd. We have two paid holidays in that time, Christmas day and New Years' day, and the other 5 days are taken as vacation. We have had Thanksgiving and the day after Thanksgiving as paid holidays for at least 6 years now.
- We will be closed Friday, Jan 2, 2015 in the plant however the office will be required to work minimal coverage.
- Employees also have a floating holiday that can be used for the day after Thanksgiving, Christmas Eve or New Years Eve.
- We are allowing our employees to choose to work either the day before Christmas or the day after, but not both. This way we remain open with minimal staffing except the actual holiday since we are a service organization
- We will be closed from December 24 until January 5. The following days are unpaid that people may use vacation if they want pay: December 26, December 29, December 30, and January 2.

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