

# 2023 Holiday Schedule

## Rhode Island Operations

At EssilorLuxottica, we provide a Total Rewards package which includes time off that you can spend with your friends and family. The list below shows the holidays and dates that our ELOA Rhode Island Lab Operations facilities will observe. Please mark your calendars!

HOLIDAY	DATE (Observed)
New Year's Day	Monday, January 2 (observed)
Memorial Day	Monday, May 29
Independence Day	Tuesday, July 4
Victory Day	Monday, August 14
Labor Day	Monday, September 4
Columbus Day	Monday, October 9
Veterans Day	Friday, November 10 (observed)
Thanksgiving	Thursday, November 23
Christmas Day	Monday, December 25

### Paid Holidays

- EssilorLuxottica employees scheduled full-time on a holiday, will be paid regular working hours plus 8 hours for the holiday (4 hours for part-time employees).
- To qualify for holiday pay, employees must work their full scheduled shift the day before and after the holiday without any attendance occurrences. If an employee is sick on their scheduled day before or after the holiday, a doctor's note is required when returning to work in order to be paid.
- Full-time employees receive eight hours pay and part-time employees receive four hours pay for each holiday. Casual, seasonal, and temporary employees do not qualify for holiday pay.
- Holidays cannot be entered while an employee is on a leave of absence.

### Additional Notes:

- Please check with your supervisor before scheduling time off.
- Any unused holidays, including Diversity Day, are not paid out upon termination.