



MEMORANDUM

TO: All NTS Employees
FROM: Greg Wells
DATE: January 5, 2022
SUBJECT: Holidays

The following is a list of the holidays our corporate offices will be closing early, or for the entire day, during 2022:

Table with 3 columns: DATE, CLOSED, IN OBSERVANCE OF. Lists holidays from December 31 to January 2 with their respective closing times and observance names.

PLUS: With the permission of your supervisor, and subject to scheduling and accommodation needs, you may choose ONE of the following days to take as an additional paid holiday.

Table with 3 columns: DATE, CLOSED, IN OBSERVANCE OF. Lists additional holidays: Martin Luther King Jr. Birthday, President's Day, Juneteenth, and Veterans Day.

If you do not work in the corporate offices, please check with your manager to see what the holiday schedule will be for your work location, as several departments do not close on some of the holidays.

We hope this will help you in making your plans for 2022.