



DEPARTMENT OF THE NAVY
COMMANDER
NAVAL EDUCATION AND TRAINING COMMAND
250 DALLAS STREET
PENSACOLA, FLORIDA 32508-5220

NETCINST 1050.1J
N3
12 Aug 2025

NETC INSTRUCTION 1050.1J

From: Commander, Naval Education and Training Command

Subj: OFFICIAL HOLIDAY TRAINING POLICY

Ref: (a) Navy Regulations, 1990
(b) MILPERSMAN 1050-290
(c) DoD Instruction 1400.25 of 19 Mar 2025
(d) SECNAVINST 4950.4B

Encl: (1) Authorized Holiday Calendar

1. Purpose. To provide policy and assign responsibilities for the granting of liberty and leave during holiday periods for staff and student personnel.

2. Cancellation. NETCINST 1050.1H.

3. Discussion

a. In order to afford the maximum opportunity for staff and student personnel to be granted liberty and leave during holiday periods, holiday leave periods are designated by Commander, Naval Education and Training Command (NETC) for all training sites within the domain. Enclosure (1) annotates the dates that are authorized to be observed as approved federal holidays. Leave periods have also been determined per paragraph 4c of this instruction. In addition, it is expected that the annual December and January holiday period will permit overhaul and maintenance of training equipment which is precluded during the training year due to classes in session.

b. Commanders or Commanding Officers (CO) at training sites within the NETC domain are encouraged to establish a liberal leave policy during the December and January period consistent with mission accomplishment. Every effort should be made to ensure that students and staff do not miss the opportunity to take leave during the holiday period and that those who do not take leave are appropriately supervised during the holiday season. In the event that the student and staff population

permits, training may be held during a holiday leave period to increase the efficient flow of students to follow-on assignments and reduce backlogs.

c. Commanders or COs are reminded that more lives are lost in private motor vehicle accidents during holiday periods than at any other time. Establishing a policy to actively ensure proper leave planning for students and staff will change that trend. The last minutes of class every Friday and the last day before a liberty and leave period begins will be devoted to discussing operational risk management and safety, making risk management the last thing Sailors and Marines hear as they go on liberty throughout the holiday periods.

4. Policy

a. Holidays commensurate with the planned yearly throughput will be considered at the time of preparation of the class convening schedules. The following applies:

(1) When developing planned annual class schedules, holidays will not be scheduled as convening dates or as days of training. For example, a 5-day course where a holiday occurs will be extended to reflect five full days of instruction in the class schedule. Graduation will always occur on a normal training day.

(2) The Friday following Thanksgiving is a normal training day for scheduling purposes.

(3) State or local holidays will not be observed unless extensive associated civic functions would seriously hamper execution of the training mission.

(4) The Navy and Marine Corps "birthdays" are normal training days.

(5) During the execution of the class schedule where holidays or any other events that impact the expeditious movement of students through the training pipeline occur, the learning site (LS) may extend the number of daily training hours to compensate. Graduations that coincide with the December and January holiday leave period may be accelerated provided there is no degradation of training.

b. Personnel may be granted leave provided "awaiting instruction" backlogs are at an acceptable level and as follows:

(1) Staff military personnel may be granted leave by the CO of the LS within the limitations imposed by security requirements and the maintenance of essential services. Essential services would include receiving recruits graduating from Recruit Training Command and providing required student management functions such as gain processing, dormitory assignment, etc.

(2) Holiday leave for officer and enlisted students, other than recruits, may be granted by the CO of the LS per reference (a), Article 1157.

(3) Any liberty granted to any military member, military staff or military student, will not exceed 4 days including weekends and holidays as specified in reference (b).

(4) Civilian personnel must be on duty or in an appropriate leave status. Any excused absence or "admin leave" for civilian personnel must be brief and comply with applicable regulations to include enclosure (3), paragraph 5, volume 630 of reference (c).

(5) Leave for foreign national students will be administered per reference (d).

c. The December and January holiday leave period will normally commence at close of business (COB) on the Friday immediately preceding 25 December with classes resuming on the Monday following 1 January. For those years in which 25 December occurs on Saturday or Sunday, the leave period will commence at COB on the second Friday preceding 25 December with classes resuming on the Tuesday following 1 January. (example: Christmas for 2027 falls on a Saturday, therefore leave period will commence on the second prior Friday, 17 December 2027)

d. Recruit Training Command's last graduation prior to the start of the December/January Holiday Stand-down is currently scheduled for 18 December 2025. Learning Center training locations should expect to receive and gain these recruits between 19-22 December 2025.

5. Responsibilities

a. Echelon 4 commands will ensure those individuals under instruction will be placed in an interruption of instruction (II) status, and that the appropriate person event (PEVT) code is documented within the Corporate enterprise Training Activity Resource System during the December and January holiday leave period. Students currently in a "not under instruction" status (e.g., awaiting instruction, hold legal, hold medical, awaiting transfer, etc.) will remain in the currently assigned PEVT code and not put in the II PEVT status unless their status otherwise changes.

b. Echelon 4 commands are responsible for granting leave and liberty during holiday periods as outlined in this instruction.

6. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/%20Forms/AllItems.aspx>.

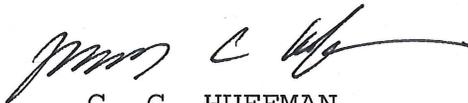
b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager.

7. Review and Effective Date. Per OPNAVINST 5215.17A, NETC will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 (Review of Instruction). This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction

NETCINST 1050.1J

12 AUG 2025

is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



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Releasability and distribution:

This instruction is cleared for public release and is available electronically on the NETC public web site (www.netc.navy.mil) or by e-mail at netc-directives@us.navy.mil.

AUTHORIZED HOLIDAY CALENDAR

FY25			FY28		
			11-Oct-27	COLUMBUS DAY	MONDAY
			11-Nov-27	VETERANS DAY	THURSDAY
			25-Nov-27	THANKSGIVING	THURSDAY
			24-Dec-27	CHRISTMAS	FRIDAY
			HOLIDAY LEAVE PERIOD COB FRIDAY 17 DEC 27 TO TUESDAY 4 JAN 28		
			31-Dec-27	NEW YEARS DAY	FRIDAY
			17-Jan-28	M.L. KING BIRTHDAY	MONDAY
			21-Feb-28	PRESIDENTS DAY	MONDAY
			29-May-28	MEMORIAL DAY	MONDAY
			19-Jun-28	JUNETEENTH	MONDAY
4-Jul-28	INDEPENDENCE DAY	TUESDAY			
4-Sep-28	LABOR DAY	MONDAY			
FY26			FY29		
1-Sep-25	LABOR DAY	MONDAY	9-Oct-28	COLUMBUS DAY	MONDAY
13-Oct-25	COLUMBUS DAY	MONDAY	10-Nov-28	VETERANS DAY	FRIDAY
11-Nov-25	VETERANS DAY	TUESDAY	23-Nov-28	THANKSGIVING	THURSDAY
27-Nov-25	THANKSGIVING	THURSDAY	25-Dec-28	CHRISTMAS	MONDAY
25-Dec-25	CHRISTMAS	THURSDAY	HOLIDAY LEAVE PERIOD COB FRIDAY 23 DEC 28 TO TUESDAY 2 JAN 29		
HOLIDAY LEAVE PERIOD COB FRIDAY 19 DEC 25 TO TUESDAY 6 JAN 26			1-Jan-29	NEW YEARS DAY	MONDAY
1-Jan-26	NEW YEARS DAY	THURSDAY	15-Jan-29	M.L. KING BIRTHDAY	MONDAY
19-Jan-26	M.L. KING BIRTHDAY	MONDAY	19-Feb-29	PRESIDENTS DAY	MONDAY
16-Feb-26	PRESIDENTS DAY	MONDAY	28-May-29	MEMORIAL DAY	MONDAY
25-May-26	MEMORIAL DAY	MONDAY	19-Jun-29	JUNETEENTH	TUESDAY
19-Jun-26	JUNETEENTH	FRIDAY	4-Jul-29	INDEPENDENCE DAY	WEDNESDAY
3-Jul-26	INDEPENDENCE DAY	FRIDAY	3-Sep-29	LABOR DAY	MONDAY
7-Sep-26	LABOR DAY	MONDAY	FY30		
FY27			8-Oct-29	COLUMBUS DAY	MONDAY
12-Oct-26	COLUMBUS DAY	MONDAY	12-Nov-29	VETERANS DAY	MONDAY
11-Nov-26	VETERANS DAY	WEDNESDAY	22-Nov-29	THANKSGIVING	THURSDAY
26-Nov-26	THANKSGIVING	THURSDAY	25-Dec-29	CHRISTMAS	TUESDAY
25-Dec-26	CHRISTMAS	FRIDAY	HOLIDAY LEAVE PERIOD COB FRIDAY 21 DEC 29 TO TUESDAY 8 JAN 30		
HOLIDAY LEAVE PERIOD COB FRIDAY 18 DEC 26 TO TUESDAY 5 JAN 27			1-Jan-30	NEW YEARS DAY	TUESDAY
1-Jan-27	NEW YEARS DAY	FRIDAY	21-Jan-30	M.L. KING BIRTHDAY	MONDAY
18-Jan-27	M.L. KING BIRTHDAY	MONDAY	18-Feb-30	PRESIDENTS DAY	MONDAY
15-Feb-27	PRESIDENTS DAY	MONDAY	27-May-30	MEMORIAL DAY	MONDAY
31-May-27	MEMORIAL DAY	MONDAY	19-Jun-30	JUNETEENTH	WEDNESDAY
18-Jun-27	JUNETEENTH	FRIDAY	4-Jul-30	INDEPENDENCE DAY	THURSDAY
5-Jul-27	INDEPENDENCE DAY	MONDAY	2-Sep-30	LABOR DAY	MONDAY
6-Sep-27	LABOR DAY	MONDAY	HOLIDAYS AND HOLIDAY LEAVE PERIODS ARE TO BE USED FOR DEVELOPING CLASS SCHEDULES PER NETCINST 1050.1J AND U.S. NAVY REGS, ARTICLE 1157		