

To: Chairpersons of Clinical Services
Heads of Divisions
Medical Center Department Heads
Laboratory Directors

From: Human Resources Department

Subject: National Liberation Day 2017

Date: May 12, 2017

Dear All:

As per the directive issued by the Prime Minister dated May 10, 2016, this is to announce that **Thursday, May 25, 2017, National Liberation Day** is observed as a Holiday for Non-Academic Personnel

Thursday, May 25, 2017, will be considered, as a regular working day in the Medical Center to all Non-Academic employees and **one compensatory day off** will be granted.

Any Employee or Worker, who is required to be on duty by reason of regular shift work or for performing essential services on this day, will be advised by his/her supervisor and will be granted a compensatory day off within a period of 30 days from the said holiday .

Heads of Departments are kindly asked to inform employees in their area of responsibility of the above.

Regards,

Roudaina Haddad Hachem
Human Resources Director - Medical Center

C.c. : Dr. Mohamed H. Sayegh, Executive Vice President for Medical Affairs and
Dean of the Faculty of Medicine and Medical Center
Dr. Hassan El Solh, Medical Center Director and Chief Medical Officer