



Dec. 16, 2022

Dear UMB Community,

Gov. Larry Hogan **announced today** that Maryland state government agencies and offices will be closed Friday, Dec. 23, 2022. Therefore, Dec. 23. will be treated as an administrative leave day.

Based on operational needs as determined by the supervisor, some UMB employees considered essential to University operations may be required to work Dec. 23. More information on policies governing leave administration is available on the **Employee and Labor Relations** Human Resources webpage.

You will receive a follow-up email from your HR director or manager with more details, including how your time should be entered.

I hope that all UMB students, faculty, and staff have a safe and happy holiday season that includes some time off with family and friends.

Sincerely,

Bruce E. Jarrell, MD, FACS
President

This note was authorized for distribution to the University of Maryland, Baltimore community by the Office of the President