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GENERAL CIRCULAR NUMBER 2025-053

DATE: November 19, 2025

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Upcoming Legal and Proclaimed Holidays – New Year's Holidays

The following holidays have either been established in statute or proclaimed by Governor Jeff Landry:

Wednesday, December 31, 2025	New Year's (Proclaimed holiday – 74 JML 2025)
Thursday, January 1, 2026	New Year's (Legal holiday)
Friday, January 2, 2026	New Year's (Proclaimed holiday – 74 JML 2025)

Please see the attached document for the Governor's Proclamation. Employees who are normally scheduled and required to work on these holidays will be compensated according to the provisions in the Civil Service Rules. Such employees are not permitted to designate another day as their holiday.

For additional guidance, refer to the [Job Aid: Understanding State Holidays](#) in the State Civil Service HR Handbook.

Sincerely,

s/Byron P. Decoteau, Jr.
State Civil Service Director

State of Louisiana



EXECUTIVE DEPARTMENT
OFFICE OF THE GOVERNOR
PROCLAMATION NUMBER 74 JML 2025

***LEGAL STATE HOLIDAYS – DECEMBER 31, 2025 AND
JANUARY 2, 2026***

WHEREAS, pursuant to R.S. 1:55(A)(1) and (B)(1)(a), Thursday, January 1, 2026, is a legal holiday and a day of rest in the State of Louisiana observed by the departments of the State;

WHEREAS, Louisiana Revised Statute 1:55(B)(3) empowers the Governor to authorize, by Executive Proclamation, the observance by the departments of the State of other holidays and half-holidays that the Governor deems in keeping with efficient administration; and

WHEREAS, the citizens of the State of Louisiana and the officers and employees of the departments of the State will benefit from additional legal holidays during a period when families traditionally gather together to remember their blessings and promote family values.

NOW THEREFORE I, JEFF LANDRY, Governor of the State of Louisiana, by virtue of the authority vested by the Constitution and laws of the State of Louisiana, do hereby order and direct as follows:

Section 1: Wednesday, December 31, 2025, and Friday, January 2, 2026, are declared as legal holidays in the State of Louisiana and shall be observed as days of rest.

Section 2: Insofar as practicable, the appointing authorities and/or heads of all institutions, offices and departments of the State (hereafter “appointing authority”) shall permit the officers and employees under their control to observe Wednesday, December 31, 2025, and Friday, January 2, 2026, as days of rest. Nonetheless, an appointing authority shall have discretion to require said officers and/or employees to work on the holidays when, in the appointing authority’s judgment, it is required for the efficient administration of a state facility, the operation of which is necessary and indispensable to the citizens of the State.



IN WITNESS WHEREOF, I have set my hand officially and caused to be affixed the Great Seal of Louisiana in the City of Baton Rouge, on this 14th day of November 2025.



Jeff Landry
GOVERNOR OF LOUISIANA

ATTEST BY THE SECRETARY
OF STATE



Nancy Landry
SECRETARY OF STATE