

# Oklahoma National Guard Army and Air Full-Time Support

## HUMAN RESOURCES INFORMATION LETTER

Joint Force Headquarters, Oklahoma National Guard  
Oklahoma City, Oklahoma 73111-4398

No. 04-07  
DATE: 22 June 2004

### Technician Travel On A Holiday

**Subject:** Status of Technicians who are required to travel over a Holiday

**References:**

5 CFR 550.112

OMD TPR 100, Chapter 5

**Eligibility:** National Guard (NG) technicians

**Effective Date:** 5 December 2001

**Availability:** To explain the status of National Guard Technicians who are required to travel over a Holiday.

**Use:** The time in travel status away from the official duty-station of a technician is deemed employment only when:

- (1) It is within the technician's regularly scheduled administrative workweek; or
- (2) The travel –
  - (i) Involves the performance of actual work while traveling;
  - (ii) Is incident to travel that involves the performance of work while traveling;
  - (iii) Is carried out under such arduous and unusual conditions that the travel is inseparable from work; or
  - (iv) Results from an event which could not be scheduled or controlled administratively, including travel by an employee to such an event and the return of the employee to their official-duty station.

In other words, Holiday Pay is **only** authorized when work is actually performed by the technician, not while the technician is in a travel status.

In the event a technician must work on a holiday, the request must be forwarded to the HRO for Army NG technicians and the respective Air Commander for Air NG technicians for approval. The request must be received prior to any holiday work being performed.

**Your points of contact are Maj Shirley Kyles at (405) 228-5578 or 1Lt James Baxter at (405) 228-5527.**

JAMES A. PAHDOCO, LTC  
Human Resources Officer