

WORKFORCE POLICY DIRECTORATE



Chief Executives of HSC Bodies¹

For information:

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of each body

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Your Reference: **HSC (GEN) (1) 2022**
Our Reference:

Date: 14 April 2022

HSC Statutory and Public Holidays 2022/23 – Agenda for Change (AfC)

Summary

1. This circular informs HSC Employers of the statutory and public holidays for full time HSC AfC staff in Northern Ireland. For staff that work less than full time hours this leave is pro rata and is calculated in hours.

Statutory and Public Holidays

2. The dates of bank and public holidays in Northern Ireland are listed below:

¹ The Health and Social Care Board (HSCB), HSC Trusts, the Public Health Agency (PHA), the Business Services Organisation (BSO), the Northern Ireland Blood Transfusion Service Agency (NIBTS), the Northern Ireland Guardian ad Litem Agency (NIGALA), the Northern Ireland Practice & Education Council for Nursing, Midwifery & Health Visiting (NIPEC), the Northern Ireland Social Care Council (NISCC), the Patient & Client Council (PCC), the Northern Ireland Regulation and Quality Improvement Authority (RQIA) and the Northern Ireland Medical and Dental Training Agency (NIMDTA).

Holidays	2022
New Year's Day	3 January
St Patrick's Day	17 March
Easter Monday	18 April
Easter Tuesday	19 April
Early May Bank Holiday	2 May
Spring Bank Holiday	2 June
Platinum Jubilee Bank Holiday	3 June
12th July Holiday	12 July
Summer Bank Holiday	29 August
Boxing Day	26 December
Christmas Day	27 December
Holidays	2023
New Year's Day	2 January

- When the usual date falls on a Saturday or Sunday, the 'substitute day' is normally the following Monday. For example in 2022, Christmas Day is on Sunday 25th December, so the 'substitute day' is Tuesday 27th December as Boxing Day is on Monday 26th December.

4. The following arrangements should be applied in all circumstances for staff who are required to work on Sunday 25 December, Monday 26 December and/or Tuesday 27 December 2022:
- (i) Staff required to **work on Sunday, 25 December 2022 only** will have the public holiday provisions applied to that day.
 - (ii) Staff required to **work on Monday, 26 December 2022 only** will have the public holiday provisions applied to that day.
 - (iii) Staff required to **work on both Sunday, 25 December 2022 and Monday, 26 December 2022** will have public holiday provisions applied to both days.
 - (iv) Staff required to **work on both Sunday, 25 December 2022 and Tuesday, 27th December 2022** will have public holiday provisions applied to both days.
 - (v) Staff required to **work on both Monday, 26 December 2022 and Tuesday, 27th December 2022** will have public holiday provisions applied to both days.
 - (vi) Staff required to **work on Sunday, 25 December 2022, Monday, 26 December 2022 and Tuesday, 27 December 2022** will have the normal weekend provisions for work on the Sunday applied and public holiday provisions applied to the Monday and Tuesday.
5. The following arrangements should be applied in all circumstances for staff who are required to work on Sunday 1 January 2023 and/or Monday 2 January 2023:
- (i) Staff required to **work on Sunday, 1 January 2023 only** will have the public holiday provisions applied to that day.
 - (ii) Staff required to **work on Monday, 2 January 2023 only** will have the public holiday provisions applied to that day.
 - (iii) Staff required to **work on Sunday, 1 January 2023 and Monday 2 January 2023** will have the normal weekend provisions for work on the Sunday applied and public holiday provisions applied to the Monday.

6. The Queen's Platinum Jubilee, marked on 3 June 2022, has been designated as a Bank Holiday in England, Wales and Northern Ireland under the Banking and Financial Dealings Act 1971.
7. The Minister has decided that where employees would be required to work on 3 June, payment and conditions of service would be those which would apply on any other Bank Holiday as per the terms and conditions of the Handbook.
8. As a consequence of this additional day's leave (for this year only) the second May Public holiday will be moved to 2 June; this is to facilitate an extended public holiday weekend.

Action

9. HSC Employers should:
 - note the dates listed above.
 - note that for this year only the second May Public Holiday will be moved to 2 June, and
 - ensure that the appropriate arrangements are applied to HSC staff required to work on 3 June 2022.

Enquiries

10. Employees should direct personal enquiries to their employer.
11. Employers should direct enquiries about the content of this Circular to Workforce Policy Directorate, Room D1, Castle Buildings, Belfast, telephone 028 9052 2832 or by email: p&e@health-ni.gov.uk

Further Copies

12. Copies of this Circular can be obtained from the Workforce Policy Guidance Section of the Department's website at: [DoH Workforce Policy Guidance 2022](#)



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