



Frank W. Volk
Frank W. Volk
United States District Judge

**UNITED STATES BANKRUPTCY COURT
SOUTHERN DISTRICT OF WEST VIRGINIA**

IN RE: STAFF ADMINISTRATIVE LEAVE FOR THE HOLIDAYS	GENERAL ORDER NO. 19-04 JUDGE FRANK W. VOLK
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**ORDER GRANTING STAFF
ADMINISTRATIVE LEAVE FOR THE 2019 HOLIDAYS**

Federal law establishes public holidays for federal employees. These holidays are celebrated through the granting of administrative leave to the staff in the offices of the United States Bankruptcy Court for the Southern District of West Virginia.

The employees for the Bankruptcy Court and Bankruptcy Clerk's Office may elect two of the following days as administrative leave days: December 24, 2019, December 26, 2019, December 31, 2019 or January 2, 2020. The offices shall remain open for regular business on each of those days.