

FALCON FOODSERVICE EQUIPMENT

HOLIDAY PLAN 2025/2026

OPERATIONS

Spring

Monday 14 April 2025	-	Friday 18 April 2025	5 Days
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Summer / Autumn

Between Monday 5 May 2025	-	Friday 28 November 2025	15 Days
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Christmas/New Year

Finish Tuesday 23 December 2025	-	Return Tuesday 6 January 2026	9 Days
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Floating Days			5 Days
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TOTAL			<u>34 Days</u>
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April Spring holiday is a fixed week production shut-down.

Summer/Autumn holidays: Must be taken as weekly blocks. To enable planning employees are required to forward their holiday requests to their Team Manager no later than 8 weeks prior to the holiday. This will allow our Company to plan production and secure materials to meet customer demand.

Employees are reminded that holidays must be agreed by their Manager with notice. Holidays should not be booked before having holiday application agreed.

Banked Hours: the Company continues to offer employees the opportunity to bank as standard up to 20 hours. Banked hours used for whole day non-attendance, **May only be used once all holiday entitlement has been used.**

May 2024