

2019 RSA Public Holidays

Updating the Leave Calendar via import file.



RSA Public Holidays 2019

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| • 01 January | New Year's Day |
| • 21 March | Human Rights Day |
| • 19 April | Good Friday |
| • 22 April | Family Day |
| • 27 April | Freedom Day |
| • 01 May | Workers Day |
| • 16 June | Youth Day |
| • 17 June | Youth Day holiday |
| • 9 August | National Women's Day |
| • 24 September | Heritage Day |
| • 16 December | Day of Reconciliation |
| • 25 December | Christmas Day |
| • 26 December | Boxing Day |

Please update your leave calendars with the above details. Take note that these dates may be modified as official changes are announced.

Access the South African Government website [here](#), for more on the 2019 public holidays.

Updating the Leave Calendar via an import file (leave module users only)

Please click [here](#) to download a copy of the RSA public holiday file for 2019. This file may be imported into multiple companies.

Save the **RSA2019.CSV** file to your desktop.

- From the main menu, select Leave ➤ Select Copy Calendar ➤ Select Import Calendar.
- Type in 2019, under the Calendar Year.
- Under the 'To Company' block, select the companies, which must be updated.
- Ensure that the 'Selected' column reflects as Yes, after entering the password.
- Browse to the desktop to locate the RSA2019.CSV file and then Import.
- Lastly access, each company and check that the calendar was updated correctly.