



## Office of State Parks

Louisiana Department of  
Culture, Recreation & Tourism



### **FIELD MEMORANDUM #2021-01** **TRAVEL REGULATIONS**

TO: Office of State Parks' Employees

FROM: Brandon Burris, Assistant Secretary

RE: Office of State Parks PPM 13- Travel Regulations

DATE: June 1, 2021

All Office of State Parks (OSP) employees shall comply with State PPM 49 and OSP PPM 13 regarding Travel Policies and Procedures. On a case-by-case basis and under extraordinary circumstances while in the best interests of the state, the Assistant Secretary may authorize OSP employees to recover the State PPM 49 meal allowance as listed. All documentation required under the State's PPM 49 and OSP's PPM 13 shall be adhered to.

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Brandon Burris  
Assistant Secretary  
Louisiana Office of State Parks