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HUMAN RESOURCES MEMORANDUM NO. 01-074

October 15, 2001

TO: Lt. Governor, Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers

FROM: Mary F. Ginn
Human Resources Director

SUBJECT: Preventing Domestic Violence

Domestic violence is a serious crime that affects thousands of people every year. Domestic violence is also a workplace issue, costing employers millions of dollars in absenteeism and lost productivity.

State Attorney General Richard Ieyoub has created a new program to battle domestic violence, The Domestic Violence in the Workplace Initiative. This program is focused on the workplace and provides guidelines that can be used by businesses to spot problems and refer employees to specialists or law enforcement agencies. This initiative offers support to businesses and other agencies committed to domestic violence training and education.

The Attorney General's initiative takes a tough stance on employees who commit or threaten violence. Lieutenant Governor Blanco and Secretary Jones have already signed on to agree that if an employee is found to be a perpetrator of violence, the department will take appropriate disciplinary action, up to and including dismissal.

Our Department is committed to promoting the health and safety of our employees and to making a difference in the fight to end domestic violence. We realize the prevalence of domestic violence in our society and how it can affect employees and their work. Our Workplace Violence Policy requires employees to report to supervisory personnel the names of any person against whom a restraining/protective order has been obtained. Additionally, a physical description, address and other identifying information must be provided. This policy will be updated as the initiative develops.

HR Memo 01-074

Please Post and Circulate

October 15, 2001

Page 2

Employees who need assistance can call the Louisiana Domestic Violence Hotline toll free at (888) 411-1333. This is a free and confidential 24 hour-a-day service.

The Attorney General's Office provided us with the attached materials concerning domestic violence. Please make this information available to your employees.

Attachments