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## **HUMAN RESOURCES MEMORANDUM NO. 04-001**

January 5, 2004

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

**FROM:** Mary F. Ginn  
Human Resources Director

**SUBJECT:** “Some of the Benefits of Working in Louisiana State Government” Revised

The one-page document that we use to describe some of the great benefits we have as state employees has been updated. The paragraph titled “Competitive Salaries” now includes a statement about unclassified salaries. The information at the bottom of the page regarding optional benefits now includes a few more details.

Field offices that are authorized to conduct new hire orientation must remove all outdated versions of this document from their orientation materials and begin using the revised copy.

Once again, we would like to remind supervisors of the value of using this document as a recruiting tool when interviewing candidates for employment. It is also useful as a concise document to remind employees of their benefits.

If you have any questions, please contact the Human Resources Office at (225) 342-0880. This document will also be available on Channel Z.

Attachment

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