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**State of Louisiana**  
OFFICE OF THE LIEUTENANT GOVERNOR  
DEPARTMENT OF CULTURE, RECREATION & TOURISM  
MANAGEMENT AND FINANCE

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## HUMAN RESOURCES MEMORANDUM NO. 06-021

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

**FROM:** Mary V. Gloston *MVG*  
Human Resources Director

**SUBJECT:** Workplace Harassment Seminar

**DATE:** October 24, 2006

A seminar on Workplace Harassment will be presented for all employees by Mark Falcon, legal consultant for the Office of the Lt. Governor and the Department of Culture, Recreation and Tourism. Details are as follows:

**Workplace Harassment Seminar**  
**November 1<sup>st</sup> & 2<sup>nd</sup>, 2006**  
**10:00 a.m. and 2:00 p.m.**  
**State Library's Seminar Center**

**NOTE: The November 2<sup>nd</sup> seminar is a repeat of the previous day's session.**

This training is mandatory; please ensure that employees in Baton Rouge and the surrounding areas attend one of the sessions. Training will be delivered to field employees early next year.

MVG:cm

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