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LIEUTENANT GOVERNOR

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
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 1st & 2nd, 2006
10:00 a.m. and 2:00 p.m.
State Library's Seminar Center

NOTE: The November 2nd 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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