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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. 08-011

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

FROM: Jan Ramezan *JR*
Human Resources Director

SUBJECT: Federal Minimum Wage Rate Increase

DATE: July 16, 2008

On July 24, 2008, federal minimum wage will increase to \$6.55 per hour. Our current pay grids in effect reflect minimum amounts for some pay grades that are less than the new minimum wage. While the pay grids will not change, these minimum amounts will be superseded on July 24, 2008. Under federal law, no employee may earn less than \$6.55 per hour. Any employee who earns less than \$6.55 an hour must be raised to the new minimum wage rate effective July 24, 2008.

Our office is reviewing the wage rates of all employees within our department to identify employees who require rate increases. The appropriate paperwork will be prepared and submitted to appointing authorities for processing.

This is a good time to review internal policies to determine if the increase in the minimum wage affects your policy.

If you have any questions or need further information, please feel free to contact the Human Resources Office.

JR:cm

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