



State of Louisiana

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HUMAN RESOURCES MEMORANDUM NO. 2010-049

TO: All OLG/DCRT Employees

FROM: Rikki Nicole David, PHR  Human Resources Director

SUBJECT: Election for Classified Employee Member of the Civil Service Commission

DATE: December 15, 2010

Pursuant to the authority contained in Louisiana Revised Statute 42:1352, the Director of the Department of Civil Service has issued the call for an election to fill the office of the classified employee member of the State Civil Service Commission. The call for the election was issued effective January 3, 2011.

Candidates must file a nomination petition during the filing period, which runs from January 3, 2011 through 4:30 p.m. January 12, 2011. The petitions must contain the signatures of at least one hundred permanent classified employees and may be mailed or delivered by hand. No faxed or emailed petitions will be accepted. **Petitions must be filed no later than 4:30 p.m. January 12, 2011.**

Information for Voters and Candidates:

Go to www.civilservice.la.gov/NewsandInfo/Election/CSCelection.asp for more information regarding candidacy and voting. The candidate page includes downloadable nomination petition forms, copies of laws and administrative procedures governing the election, and instructions for filing.

Eligible Voters:

Eligible voters consist of classified state employees with permanent status as of close of business on December 4, 2010.

Voting:

Ballots will be mailed to eligible voters at their mailing addresses in early February 2011. In order to get a ballot if you are a qualified voter, make sure your Human Resources Office has your current mailing address by December 31, 2010. Voting may be done by mail, Internet or telephone. Mailed ballots must be received by close of business February 24, 2010, to be included in the tabulation. A postmark of February 24 will not be sufficient. Telephone and Internet voting must also be done by close of business on February 24, 2011, to be included in the tabulation.

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Please make this information available to all OLG/DCRT employees. If you have any questions, please contact our office.

RND:tp

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