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LIEUTENANT GOVERNOR

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

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DEPUTY SECRETARY

DESIREÉ W. HONORÉ<sup>1</sup>  
UNDERSECRETARY

## HUMAN RESOURCES MEMORANDUM NO. 2011-022

**TO:** All Employees of the Office of the Lieutenant Governor (OLG) / Department of Culture, Recreation, and Tourism (DCRT)

**FROM:** Rikki Nicole David, PHR *(RND)*  
Human Resources Director

**SUBJECT:** HR Policy #2D-0116 – Ethics and Dual Employment Policy

**DATE:** July 15, 2011

HR Policy #2D-0116 – Ethics and Dual Employment Policy has been issued, effective July 15, 2011. The policy outlines the ethical and dual employment prohibitions that apply to all OLG/DCRT employees.

The policy may be accessed on OLG/DCRT's intranet (Channel Z), which is located at <http://www.crt.state.la.us/HR/Policies.aspx>.

Supervisors, please make the policy available to your employees who may not have email access.

Should you have questions, please contact the Human Resources Division at (225) 342-0880.

RND:ch  
Attachment  
c: Personnel Liaisons

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