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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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**HUMAN RESOURCES MEMORANDUM NO. 2012-032**

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

**FROM:** Rikki Nicole David, SPHR   
Human Resources Director

**SUBJECT:** Revised PPM #35 – Special Entrance Rates Policy

**DATE:** November 13, 2012

PPM #35, Special Entrance Rates (SER) Policy, has been revised, effective November 12, 2012. Specifically, the policy was updated in order to add a SER for the Helper job title for the Office of State Parks.

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

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

RND:ap  
Attachment  
c: Personnel Liaisons

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