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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. 2013-004

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

FROM: Rikki Nicole David, SPHR 
Human Resources Director

SUBJECT: Federal Tax Rates for Calendar Year 2013

DATE: January 10, 2013

Effective January 1, 2013, the new Federal Tables for income tax withholding will be used in calculating tax deductions. A message will appear on the January 25, 2013 checks and payroll statements advising employees that their **net pay may change due to the new tax rates for 2013**. In addition, a message will appear on the LEO Welcome Page.

Moreover, with the 12/31/12 expiration of the Middle Class Tax Relief and Job Creation Act of 2012, the employee Social Security tax rate returns from 4.2% to 6.2%.

All employees are encouraged to review their Federal tax withholding allowances (as reflected in LEO), and if necessary, submit an updated W-4 form to the Human Resources Division. The W-4 form is available on Channel Z under Employee Information → Human Resources → HR Forms. Specific questions regarding the appropriate tax withholding for an employee should be directed to a tax professional.

Please contact the Human Resources Division at (225) 342-0880 if further assistance is needed.

RND:ap

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