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**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. 2014-010

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

**FROM:** Rikki Nicole David, SPHR, IPMA-CP  
Human Resources Director

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

**DATE:** March 18, 2014

PPM #35, Special Entrance Rates (SER) Policy, has been revised, effective March 17, 2014. Specifically, the policy was updated in order to add SER's for the Printing Operator 1-2 job titles for the Office of State Library.

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:bc  
Attachment  
c: Personnel Liaisons

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