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LIEUTENANT GOVERNOR

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

CHARLES R. DAVIS  
DEPUTY SECRETARY

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UNDERSECRETARY

## HUMAN RESOURCES MEMORANDUM NO. 2015-015

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

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

**SUBJECT:** Communication with Political Candidates

**DATE:** April 9, 2015

As the election season draws nearer, there have been an increasing number of requests made to classified employees for information regarding this Department's operations and policies from candidates that will be running for Lieutenant Governor this coming Fall.

Please be reminded that classified employees are prohibited from engaging in political activity, which includes communicating with candidates running for office.

Therefore, any classified employee that is contacted by a candidate for Lieutenant Governor or his campaign staff are instructed to forward such inquiries to their respective, unclassified Assistant Secretary and/or the OLG Communications Director.

As outlined in the Employee Handbook, this protocol similarly applies to "all inquiries from media and others regarding office-related matters, policy issues, or questions that are political in nature."

*Supervisors: Please ensure this memo is made available to those employees that may not have email access.*

If you have any questions regarding this matter, please contact me at (225) 342-0880.

RND:rnd

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