



Louisiana  
**SCS**  
State Civil Service

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**GENERAL CIRCULAR NUMBER 2016-041**

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**DATE: December 9, 2016**

**TO: Heads of State Agencies and Human Resources Directors**

**SUBJECT: Call for Election of Employee Member of State Civil Service  
Commission**

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**NOTE: PLEASE POST THIS GENERAL CIRCULAR IN A LOCATION GENERALLY  
ACCESSIBLE BY ALL EMPLOYEES.**

Pursuant to the authority contained in Louisiana Revised Statute 42:1352, the Director of State Civil Service hereby issues the call for an election to fill the seat of the classified employee member of the State Civil Service Commission. This call is effective Monday, January 2, 2017.

Nomination petitions must be filed with the Director of State Civil Service no later than 4:30 p.m. January 11, 2017. No petitions will be accepted prior to Tuesday, January 3, 2017, the day after the official call for election. Nomination petitions may be hand-delivered to:

State Civil Service  
Claiborne Building  
1201 North Third Street, Third floor, Room 3-280  
Baton Rouge, LA

Or mailed to:

Commission Election Coordinator  
State Civil Service  
P. O. Box 94111, Capitol Station  
Baton Rouge, LA 70804-9111

**Faxed or emailed petitions will not be accepted.**

Nomination petition forms and information about becoming a candidate were issued with [General Circular 2016-036](#) dated November 18, 2016. For copies of these forms and the General Circular, refer to our website at [www.civilservice.louisiana.gov](http://www.civilservice.louisiana.gov) under **Civil Service Commission Election**.

Since this election will be of vital importance to all permanent classified employees, please make the widest possible distribution of this General Circular as soon as possible.

If you have any questions about this general circular you may contact the Election Coordinator via email at [Election.Coordinator@la.gov](mailto:Election.Coordinator@la.gov) or via telephone at 225-342-8272.

CERTIFIED AN OFFICIAL CALL

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s/Byron P. Decoteau, Jr.  
Director, State Civil Service