



**Byron P. Decoteau, Jr., Director**

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## GENERAL CIRCULAR NUMBER 2023-052

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**DATE:** September 18, 2023

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

**SUBJECT:** REMINDER – 2023 Charles E. Dunbar, Jr. Career Civil Service Award Nominations

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### REMINDER – NOMINATIONS DUE THURSDAY, SEPTEMBER 28, 2023

Entering into the 64th year of its annual program, the Louisiana Civil Service League has announced the call for nominations for the 2023 Charles E. Dunbar, Jr. Career Service Award. Since the inception of the program, more than 650 classified public employees have been awarded the Dunbar Career Service Award. Recognizing the tremendous contributions made to the state of Louisiana by classified employees, we encourage you to consider nominating one of your employees for this prestigious honor. Anyone who was a classified employee during the 2023 Calendar Year is eligible to be nominated.

The Dunbar Award is the highest honor classified state employees can receive for their service to the citizens of Louisiana. The Civil Service League bestows the award on local, state, and municipal civil service employees who distinguish themselves through unselfish service to the citizens of Louisiana. Nominees are judged on commitment to the classified service, contributions toward workplace improvement, personal initiative, and volunteer community service.

The award is named in honor of Charles E. Dunbar, Jr., who was responsible for spearheading the effort to establish a classified workforce that would be governed through merit system principles and founding the Louisiana Civil Service League.

We encourage you to distribute this information and nomination form to all employees. To fill out the form electronically, please click [here](#). After completing the fill-in PDF form, please print and sign the signature page. You can then scan and email the form (with signatures) to [Lindsay.Ruiz@la.gov](mailto:Lindsay.Ruiz@la.gov). You can also mail the form directly to the Louisiana Civil Service League. Please mail six (6) copies of each nomination form to the address below by **Thursday, September 28, 2023**:

Mr. Daniel E. Sullivan  
Executive Vice President  
Louisiana Civil Service League  
810 Union Street, Suite 305  
New Orleans, Louisiana 70112

If you have any questions, please refer to the [Dunbar Award Frequently Asked Questions](#), or contact Mr. Sullivan at (504) 522-3875 or [lacsl@bellsouth.net](mailto:lacsl@bellsouth.net).

Sincerely,

s/Byron P. Decoteau, Jr.  
Director