From: <u>Governor"s Office Alert Notification List</u> on behalf of <u>DOACommissioner</u>

To: <u>State Employee Alert</u>

Subject: STATE OFFICES CLOSED IN 4 NORTH LA. PARISHES TUESDAY, JUNE 20

**Date:** Monday, June 19, 2023 4:31:31 PM

## STATE OFFICES CLOSED IN 4 NORTH LA. PARISHES TUESDAY, JUNE 20

Commissioner of Administration Jay Dardenne is announcing that state offices in four northwest Louisiana parishes will be closed Tuesday, June 20, due to recent severe weather. The parishes that will be closed are **Bienville**, **Bossier**, **Caddo and DeSoto**.

## Click here to see a map of which parishes are closed.

All agency heads are responsible for determining those essential personnel who should remain on duty, report for duty or those who should report to alternate work sites as necessary. Officials continue to monitor conditions throughout the state, and this announcement may be updated. This office closure applies to all nonessential employees, including those authorized to work from home due to COVID-19.

<u>TIMEKEEPERS</u>: This is an office closure and should be coded as such. All employees in the affected parishes, including those authorized to work from home due to COVID-19, should use the Office Closure code (LSOC). Employees with further questions should seek guidance from their supervisors. State employees should be aware of the following phone numbers to call, which will be updated: 1.800.360.9660 or 225.342.0498.