

**From:** [DOACommissioner](#)  
**To:** [State Employee Alert](#)  
**Subject:** UPDATED STATEWIDE OFFICE CLOSURE NOTICE 1.21.25  
**Date:** Friday, January 17, 2025 11:29:19 AM

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## ALL STATE OFFICES STATEWIDE CLOSURE UPDATE

**UPDATED**

Commissioner of Administration Taylor Barras is announcing that **ALL STATE OFFICES will be closed statewide Tuesday, January 21<sup>st</sup>, 2025**. This office closure applies to all non-essential employees including those authorized to work from home

Agency heads are responsible for determining those essential personnel who should remain on duty, report for duty, or report to alternate worksites, as necessary, during the office closure. Agency heads are encouraged to give special consideration to those essential personnel who will be required to work during the office closure by authorizing Special Leave (Civil Service Rule 11.23) today for those personnel to prepare and secure their family and property.

**TIMEKEEPERS:** This is an office closure and should be coded as such. All employees in the affected parishes, including those authorized to work from home, are required to use the office closure code (LSOC). ~~beginning 6:00 p.m~~

State employees should be aware of the following phone numbers to call, which will contain updated information regarding office closure status:

1.800.360.9660  
225.342.0498

This announcement may be updated as officials continue to monitor conditions throughout the state

Best,  
William G. Frentz  
Special Assistant to the Commissioner of Administration