



Louisiana State Employees' Retirement System

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LIAISON MEMORANDUM  
NUMBER 17-02

**To:** Agency Liaison Officers  
**From:** Cindy Rougeou  
Executive Director  
**Re:** Payment of Leave for Certain Unclassified Officials  
**Date:** January 17, 2017

This liaison memorandum modifies the instructions provided in Liaison Memorandum Number 14-12, regarding payment of annual and sick leave for certain unclassified officials. The earlier memorandum directed that employing agencies should not certify leave for elected officials and officials appointed by the Governor and confirmed by the Senate.

However, the earlier memorandum failed to recognize that these officials may have earned leave in a prior position for which they are entitled to payment. Accordingly, going forward, the employing agency may certify leave for officials if that leave was earned prior to the official serving in one of the positions which is not eligible to convert leave based on the provisions of R.S. 11:424.

LASERS will rely on the leave certification of the employing agency.

Forms will be changed to remove the question about whether the employee is serving as an elected official or in a position appointed by the Governor and confirmed by the Senate.

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