

From: [Angele Davis](#)
To: GOV-ALERT@LISTSERV.DOA.LA.GOV
Subject: MEMORANDUM: H1N1 (Swine Flu) Guidance
Date: Friday, May 01, 2009 5:52:09 PM



BOBBY JINDAL
GOVERNOR

ANGELE DAVIS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of the Commissioner

MEMORANDUM

To: All State of Louisiana Employees

From: Angele Davis, Commissioner of Administration

Date: Friday, May 01, 2009

Subject: H1N1 (Swine Flu) Guidance

In consultation with Alan Levine, Secretary of the Department of Health and Hospitals, and with the Department of State Civil Service, the following direction and advice is given for both classified and unclassified employees who earn leave.

For employees who are experiencing flu like symptoms, the employee should:

- *not come to work and should be considered to be on sick leave and so notified, and*
- *immediately contact a physician, not report to work, and remain at home until 24 hours after all symptoms have disappeared.*

Sincerely,

A handwritten signature in cursive script that reads "Angele Davis".

Angele Davis