



LOUISIANA DEPARTMENT OF STATE  
**CIVIL SERVICE**

[www.civilservice.louisiana.gov](http://www.civilservice.louisiana.gov)

This public document was published at a total cost of \$9.82. 33 copies of this public document were published in this 1<sup>st</sup> printing at a cost of \$.29 each. The total cost of all printings of this document including reprints is \$9.82. This document was published by the Department of State Civil Service to keep agencies, employees, and other persons informed about the personnel program under authority of Article X of the Louisiana Constitution. This material was printed in accordance with standards for printing by State Agencies pursuant to R.S. 43:31.

---

**GENERAL CIRCULAR NUMBER 2012-011**

---

**DATE: May 16, 2012**

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

**SUBJECT: 2012 Dunbar Award Nominations**

---

Entering into the 54th year of its annual program, the Louisiana Civil Service League has announced the call for nominations for the 2012 Charles E. Dunbar, Jr. Career Service Award. Since inception of the program, more than 800 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.

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 after the founder of the League, Charles E. Dunbar, Jr., who was responsible for spearheading the effort to establish a classified workforce that would be governed through merit system principles.

We encourage you to distribute this information and registration form to all employees. The League's [memorandum](#) and [registration form](#) are attached, and are also available on the Civil Service website at:

<http://www.civilservice.la.gov/NewsandInfo/DunbarAward/DunbarMemorandum.pdf> and  
<http://www.civilservice.la.gov/NewsandInfo/DunbarAward/DunbarNominationForm2012.pdf>

**GENERAL CIRCULAR #2012-011**

Page 2 of 2

---

Please mail six (6) copies of each nomination to the address below by Friday, August 24, 2012:

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

Please contact Mr. Sullivan at (504) 522-3875 should you have any questions.

Sincerely,

s/Shannon S. Temple  
Director