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DATE: June 17, 2015

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Prohibitions for Filling Positions Under Rule 14.1(p)

This general circular serves as a reminder to Appointing Authorities and Human Resources Directors of [Civil Service Rule 14.1\(p\)](#). According to provisions of this rule, no person shall be placed in any classified position over which he/she is, or was within the past two years, the statutory appointing authority, except with the prior approval of the State Civil Service Commission.

This rule prevents unclassified employees with appointing authority from either appointing themselves or from being appointed to a classified position in the agency in which he or she serves.

If you have any questions, please contact Toby Comeaux (Toby.Comeaux@la.gov) at (225) 342-8274.

Sincerely,

s/Shannon S. Templet
Director