



PERSONNEL CABINET

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Brian J. Crall
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MEMORANDUM

PERSONNEL MEMO 07-30

TO: Cabinet Secretaries
Agency Heads
Personnel Executives

FROM: Brian J. Crall, Secretary *BJC*

DATE: November 16, 2007

SUBJECT: Inauguration Day Instructions

Governor-Elect Steve Beshear has requested that the following information be disseminated and posted in state offices:

All state government offices shall be closed on Inauguration Day, Tuesday, December 11, 2007. Please be certain that delivery of essential services to the public will not be impaired. Employees in twenty-four hour facilities, and other employees who are required by the nature of their duties to work despite the closure of state offices, shall be granted compensatory time for the hours worked.