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**Tim Longmeyer**  
Secretary

**MEMORANDUM**

**PERSONNEL MEMO 13-08**

**TO:** Cabinet Secretaries  
Agency Heads  
Human Resource Administrators

**DATE:** April 8, 2013

**FROM:** Tim Longmeyer **TML**

**DATE:** 2013 Earth Day Celebration

First Lady Jane Beshear is collaborating with the Energy and Environment Cabinet, the Public Protection Cabinet, and the Education and Workforce Development Cabinet to host the 2013 Earth Day Celebration at the Capitol Education Center on the grounds of the State Capitol. The event will occur on April 22, 2013 from 10 a.m. until noon and will recognize Kentucky's 200<sup>th</sup> Energy Star School, Kentucky's Green and Healthy Schools, Kentucky's 2013 Green Ribbon Schools, and the winner of the "Capture the Earth" middle school photography contest. A number of state agencies and others will have booths and displays of interest to state employees and the public.

We ask that you allow employees, upon request, up to two hours to attend this event with prior supervisory approval.

We encourage you to review any requests to attend carefully and, if possible, approve them.

Attachment: 2013 Earth Day



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