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Tim Longmeyer
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MEMORANDUM

PERSONNEL MEMO 14-03

TO: Cabinet Secretaries
Agency Heads
Human Resource Administrators

DATE: March 26, 2014

FROM: Tim Longmeyer TML

DATE: 2014 Earth Day Celebration

First Lady Jane Beshear is collaborating with the Energy and Environment Cabinet and the Kentucky Environmental Education Council to host the 2014 Earth Day Celebration on the lawn of the Old State Capitol. The event will be held on Tuesday, April 15, 2014, from 11 a.m. until 1 p.m. A number of state agencies and other exhibitors will have booths to educate state employees and the public about how to become better environmental stewards.

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