



State of Louisiana
DIVISION OF ADMINISTRATION
OFFICE OF INFORMATION SERVICES

KATHLEEN BABINEAUX BLANCO
GOVERNOR

JERRY LUKE LEBLANC
COMMISSIONER OF ADMINISTRATION

May 24, 2005

ISIS Memorandum 05-044r

To: Human Resource Managers
Employee Administrators

Subject: ISIS HR Off Cycle Holiday Processing Schedule for Memorial Day

****** Please distribute this important information to all of your ISIS HR users. ******

Monday, May 30, 2005

Off-cycle will be locked due to the Memorial Day holiday and will remain locked until Tuesday morning, May 31.

Please disseminate this information to all ISIS HR users within your organization. If you have any other questions, please contact the ISIS HR help desk at (225) 342-2677, option 1, 2.

BC/ef