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**State of Louisiana**  
Division of Administration  
**Office of Information Services**

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**LaGov Memorandum 13-007**

To: HR Directors  
Employee Administrators  
LaGov Technical Coordinators

Subject: New LEO Applications for Mobile Browsers

The following are two new LEO applications that can be launched from a mobile phone or tablet that uses a Safari or Firefox browser:

- **mLEO** (for employees who are paid by LaGov)  
The mLEO mobile application gives employees quick access to their pay information and current leave balances, as well as includes a few other bonus links. The URL for this application is <https://m.leo.doa.louisiana.gov>
- **LEO Time Approval**  
This application takes LEO Time supervisors directly to their Time Approval logon screen. The URL for this application is <https://leo.doa.louisiana.gov/approvetime>

Below are links to instructional videos that walk you through the steps to save an icon to your device's home screen.

Users with iPhone/iPad: <http://youtu.be/bhtgvLEoFWU>

Users with an Android phone/tablet: <http://youtu.be/pu0GuMe-FIU>

As other mobile applications are rolled out, this process can be repeated for saving icons.

Review the [LaGov Technical Requirements](#) document for more information on compatible mobile browsers. Questions, if any, should be directed to your agency's LEO contact.