

	Agency Name	Office of Family Support (OFS)			
	Chapter No./Name	06 - Personnel Manual			
	Part No./Name	L. Employee Award Programs			
	Section No./Name	L-100 Employee Award Programs			
	Document No./Name	L-120 Charles E. Dunbar, Jr. Career Service Award Program			
	Dates	Issue	August 1, 2005	Effective	August 1, 2005

The Louisiana Civil Service League annually sponsors the Charles E. Dunbar, Jr. Career Service Awards Program, which recognizes the meritorious service of classified public employees. The award is named for Mr. Dunbar, who founded the League and wrote the 1940 and 1952 basic Civil Service laws.

Nomination form PM 17 and the instructions available at <http://stellent:8080/LADSS/getContent?mimeType=application%2Fpdf&docName=045348&rendition=web&noSaveAs=true&id=45709> are normally submitted in early September each year to the OFS Human Resources Section for Processing.

The Dunbar Award Committee evaluates each employee's service history as follows:

- 20% Career Employment Record
- 70% Job Related Service
- 10% Volunteer (Non-Paid) Community Service