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**STATE OF CONNECTICUT**

***OFFICE OF POLICY AND MANAGEMENT***

**Office of Labor Relations**

**June 3, 2011**

## General Notice 2011-12

## TO: Labor Relations Designees

**SUBJECT: CORE Code for Time off with pay to discuss Tentative SEBAC Agreement**

The CORE code that employees should utilize for time spent in the activity outlined in OLR General Notice 2011-11 is LSEBC. The CORE Code will be available no later than June 8, 2011. Secretary of OPM, Ben Barnes has instructed me to inform you that this code is effective for any time spent on this activity from May 13, 2011. Please ask affected bargaining unit members to amend their timesheets to indicate the revised coding. If they utilized vacation or PL, the time should be recredited to their balances.

Agency Labor Relations Designees with questions may contact Secretary Barnes’ office at 860-418-6500. All others should contact their agency Human Resource office.

# Linda J. Yelmini

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Director of Labor Relations