

State of Louisiana



KATHLEEN BABINEAUX BLANCO
GOVERNOR

SCOTT A. ANGELLE
SECRETARY

DEPARTMENT OF NATURAL RESOURCES OFFICE OF COASTAL RESTORATION AND MANAGEMENT

MEMORANDUM

TO: Susan Hill Larrowe
Coastal Resources Scientist Supervisor

FROM: Karim Belhadjali *KB*
Coastal Resources Manager

DATE: March 29, 2007

RE: Step 1 Grievance Response

At my level of management within the Office of Coastal Restoration and Management, I have no authority to make decisions regarding our organizational structure. I also have no authority to demote you, nor impact you from an economic standpoint.

As such, I am not in a position to grant the relief sought by you through your grievance. I suggest that you process your grievance to the next Step. Be assured, that you will not suffer any form of harassment or reprisal because of your having exercised your right to file a grievance.

KB:MEF/alt

GRIEVANCE FORM

GRIEVANT'S NAME Susan Hill Carrowe

DECISION OF IMMEDIATE SUPERVISOR (Additional pages may be attached if more space is needed.)
Must render decision within 7 days of receipt of the grievance.

see attached memo

[Signature]

Supervisor's Signature

3/29/07

Date

EMPLOYEE RESPONSE

☐ I am satisfied with the Step One decision of my supervisor.

☒ I am not satisfied with the decision of my supervisor and wish to proceed to Step Two.
(Must present to appointing authority within 7 days of receipt of the Step One decision).

[Signature]

Grievant's Signature

4-2-07

Date

c: Human Resources Director