



Facility Management

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Page Number: 1 of 1
Effective Date: 5/1/1996
Policy Number: 04-90

SUBJECT: Capitol Complex Private Business Contact With Employees

Private business is to contact state employees only when employees are off duty.

The OMB Director may make an exception if the private business could benefit many employees of a department or agency. The agency may reserve a room for the group meeting, but the contact time should be limited to an employee is on break or off duty.

A handwritten signature in blue ink that reads 'John Boyle'.

John Boyle
Director of Facility Management

A handwritten date in blue ink that reads '2-13-2018'.

Date