

**REQUEST FOR CONFIDENTIALITY
UNDER THE PUBLIC RECORDS ACT**

Section II of Title 44 of the Louisiana Revised Statutes, entitle Confidential nature of certain personnel records, “states in part:

- A. Notwithstanding anything contained in this Chapter or any other law to the contrary, the following items in the personnel records of a public employee of any public body shall be confidential:**
- (1) The home telephone of the public employee where such employee has chosen to have a private or unlisted home telephone number because of the nature of his occupation with such body.**
 - (2) The home telephone number of the public employee where such employee has requested that the number be confidential.**
 - (3) The home address of the public employee where such employee has requested that the address be confidential.**

In accordance with Section II of Title 44 of the Louisiana Revised Statutes, I request that the personnel information which I have checked in the boxes below be considered confidential and therefore unavailable to the public:

- My telephone number and address**
- My telephone number only**
- My address only**

Employee’s Name (to be typed or printed)

Employee’s Social Security Number

Employee’s Signature