

**From:** [Personnel Cabinet Correspondence](#)  
**Subject:** EXECUTIVE BRANCH BUILDING CLOSURE - Beginning at 1:00 p.m. EST, Monday, February 15, 2021  
**Date:** Monday, February 15, 2021 11:43:40 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

---

Due to the threat of hazardous winter weather, Governor Beshear is closing all Executive Branch state office buildings, beginning at 1:00 p.m. EST, Monday, February 15, 2021.


Executive Branch agencies will continue to provide services to the citizens of the Commonwealth; therefore, essential employees designated for mandatory operations and those working remotely should continue to report for work. Essential employees include, but are not limited to:

1. employees who work in 24-hour facilities such as parks, hospitals, prisons, or residential facilities;
2. law enforcement and emergency management personnel; and
3. highway and road crews.

**NOTICE: If you are an employee in a leadership or management position, please follow your agency's internal process for ensuring this information is received by all employees timely.**

Your agency's human resources office will provide instructions on the coding of timesheets. If you have questions regarding this closure, please contact either your agency's management or human resources office.

Thank you!

Kentucky Personnel Cabinet  
 **MyPURPOSE** | *Connecting People to Purpose*  
501 High Street | Frankfort, KY 40601  
Office: 502.564.7571 | <https://personnel.ky.gov>

**TEAMKENTUCKY**



**\*\*This mailbox is NOT monitored for responses.\*\***

*This communication contains confidential information and is for use by the intended recipient(s) exclusively. If you are not an intended recipient, please note that any form of distribution, copying, forwarding, or use of this communication or the information therein is strictly prohibited and may be unlawful. If you have received this communication in error, please return it to the sender, delete this communication and destroy all copies.*