

Office of State Uniform Payroll
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

November 8, 2017

OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2018-18

TO: LaGov HCM Paid Agency Human Resources
and Employee Administration Staff

FROM: Andrea P. Hubbard
Director

SUBJECT: Purchasing Savings Bonds

Although the purchase of paper savings bonds is no longer offered through payroll deduction, employees can sign up for an account with TreasuryDirect to purchase savings bonds and other U.S. Treasury marketable securities, and direct a portion of their biweekly pay to this account. Agencies can refer to the [Savings Bonds](#) procedure on the [OSUP Procedures](#) page of the OSUP website for instructions for employees to follow to set up a TreasuryDirect account.

Please notify your employees of this option for purchasing savings bonds. Keep in mind that OSUP does not have any involvement in the purchase of savings bonds other than forwarding the funds to the employee's TreasuryDirect account through direct deposit. Employees should thoroughly review the information available on the TreasuryDirect website for details regarding this service. Agencies can refer their employees to the links below for additional information.

- [TreasuryDirect Brochure](#)
- [TreasuryDirect Website](#)
- [OSUP Savings Bonds Webpage](#) (under the State Employees section)

If there are any questions, please contact a member of the OSUP Benefits and Financial Administration Unit at _DOA-OSUP-BFA@LA.GOV.

APH/SB:mgc