

MEMORANDUM

DATE: September 3, 1997

TO: Sarah Ahmed
Jessica DiFrisco
Marie Fagnant
Carrie Fletcher
James Goslee
Benjamin Rockwell
Peter Voth

FROM: Ronald G. Haron

SUBJECT: Ethics Orientation

So that you can become familiar with your ethical obligations as newly hired federal employees, please take time to review the two enclosures:

1. The Standards of Ethical Conduct, which summarizes the ethical obligations codified at 5 C.F.R. Part 2635. (The full set of regulations are available in our office.)
2. A pamphlet entitled, "Do It Right," which provides additional information regarding your ethical obligations.

If you have any questions, please let me know.

cc: Jeremy Gunn (w/o enc.)
Rochelle Juelich, Intern (w/enc.)

Enclosures (2)

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