

Date: January 11, 2008

To: Procurement Directors

Subject: Office of Government Ethics Guidance, Ethics and Procurement Integrity

On October 3, 2007, the Administrator of the Office of Federal Procurement Policy (OFPP) transmitted a brochure, entitled "Ethics and Procurement Integrity," which was prepared by the Office of Government Ethics. Please find the attached OFPP memorandum and the brochure.

The OFPP memorandum reminds government employees to guard against conflicts of interest and other improper conduct. The brochure provides general information that will help employees recognize some of the most common ethics and procurement integrity issues that can come up during the contracting process.

If you have a specific issue, have questions, or need additional help, contact the Designated Agency Ethics Official (DAEO) before taking any action. In DOE the DAEO is in the Office of the Assistant General Counsel for General Law (GC-77), and can be reached at (202) 586-1522 or by e-mail at standardsofconduct@hq.doe.gov.

Attachment

Michael P. Fischetti, Director Office of Procurement and Assistance Policy