

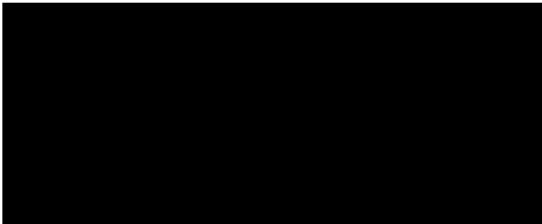
GOVERNMENT OF THE DISTRICT OF COLUMBIA
BOARD OF ETHICS AND GOVERNMENT ACCOUNTABILITY



Office of Government Ethics

VIA EMAIL

April 8, 2015



Washington, DC 20020



Re: Nonpublic Informal Letter of Admonition

Dear Ms. [REDACTED]

This Office has completed a preliminary investigation, which revealed that you mailed, from your District government office, using District government paid postage, [REDACTED] of [REDACTED] regarding the [REDACTED] program that included a reference to contact a specific outside vendor for assistance [REDACTED] in the program, to many [REDACTED]

[REDACTED] This outside vendor is not approved to do business with [REDACTED]. Based on the evidence discovered during the preliminary investigation, I have reason to believe that, by using government postage to mail these [REDACTED] [REDACTED] along with the business contact information of an unauthorized vendor to [REDACTED] [REDACTED] for a purpose not authorized by [REDACTED] you violated District Personnel Manual ("DPM") Chapter 18, § 1808.1.¹

Our preliminary investigation revealed that, from September 11, 2014 to approximately February 2014, you used government postage to send out [REDACTED] [REDACTED] containing an unauthorized vendor's business contact information to [REDACTED]. In addition, you inappropriately used government postage for these mailings. Your use of government paid postage to send out information about an

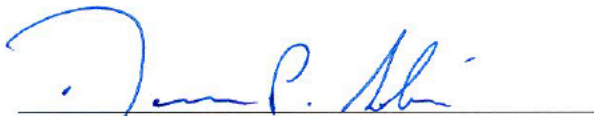
¹ DPM § 1808.1 provides, that District government employees have a duty to protect and conserve government property and shall not use such property, or allow its use, for other than authorized purposes.

outside vendor violated the District Personnel Manual (“DPM”) Chapter 18, § 1808.1 in that it was a misuse of government property. Although you stated that your actions were not motivated by any gain to yourself, or to the unauthorized vendor, and that you were only attempting to assist [REDACTED], the perception of favoritism to this particular private entity cannot be ignored.

Accordingly, pursuant to section 221(a)(4)(A)² of the Board of Ethics and Government Accountability Establishment and Comprehensive Ethics Reform Amendment Act of 2011 (“Ethics Act”), effective February 22, 2014 (D.C. Official Code § 1-1162.21(a)(4)(A)), I have issued this Nonpublic Letter of Informal Admonition as the final resolution to this matter. No further sanctions will be issued by this Office regarding this matter.

Pursuant to D.C. Official Code § 1-1162.21(a)(4)(B), you may appeal this Nonpublic Letter of Informal Admonition to the Ethics Board. If you wish to do so, please do so in writing and send to: Board of Ethics and Government Accountability, Attn: Mr. John Grimaldi, Esquire, 441 4th Street, N.W., Suite 830 South, Washington, D.C. 20001, or email to bega@dc.gov.

Sincerely,



DARRIN P. SOBIN
Director of Government Ethics
Board of Ethics and Government Accountability

1297-001

DSP/BKF/CP/CO

² Section 221(a)(4)(A) of the Ethics Act (D.C. Official Code § 1-1162.21(a)(4)(A)), provides, in pertinent part, that “[i]n addition to any civil penalty imposed under this title, a violation of the Code of Conduct may result in the following:… A nonpublic informal admonition imposed by the Director of Government Ethics and appealable to the Board for low-level violations of the Code of Conduct including or similar to… [a] one time, minor misuse of government property.”