



United States
Office of Government Ethics
1201 New York Avenue, NW., Suite 500
Washington, DC 20005-3917

February 7, 2008
DO-08-004

MEMORANDUM

TO: Designated Agency Ethics Officials, General Counsels
and Inspectors General

FROM: Marilyn L. Glynn
General Counsel

SUBJECT: Publication of Booklet Describing the Qualified Blind
Trust Program

The Office of Government Ethics (OGE) is pleased to announce the publication of a booklet entitled, "The Qualified Trust Program." The booklet provides information on addressing conflicts of interest by establishing a qualified trust. You may review the booklet at:

http://www.usoge.gov/pages/forms_pubs_otherdocs/forms_pubs_other_pg2.html#Anchor-Bookle-51651

If you wish to ride OGE's requisition order, please complete an SF 1, Printing and Binding Requisition Form and forward it directly to the Government Printing Office (GPO) (Circular Letter No. 677 dated February 4, 2008), no later than **February 25, 2008**. Please include the following information on your SF 1:

- **The Qualified Trust Program**
- GPO Jacket Number: 342-690
- OGE Requisition Number: 8-00007

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Inspectors General

Mail or fax completed SF 1 forms to:

U.S. Government Printing Office
Agency Publishing Services, Requisition Section
Stop: CSAA
Washington, DC 20401
TEL: 202-512-0238
FAX: 202-512-1260

The cost of each item cannot be determined until after GPO compiles the total number of orders. We estimate that the cost of each booklet to be \$.50.

If you have any questions about the SF 1 and/or rider process, please contact GPO directly at 202-512-0238. For any questions pertaining to OGE's requisition order, please contact Marilyn L. Bennett at 202-482-9210.