



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

August 20, 2007
DT-07-028

MEMORANDUM

TO: Designated Agency Ethics Officials

FROM: Carolyn W. Chapman
Associate Director for Education

SUBJECT: Impartiality Courses Offered in Washington, DC

In September 2007, the U.S. Office of Government Ethics will conduct training in Washington, DC on Impartiality. Please disseminate the attached training announcement to your ethics officials as soon as possible.

Attachment



U.S. Office of Government Ethics FY 07 Ethics Courses

Impartiality – In Whose Eyes?

Course Description

Are you sure your employees know to use the impartiality process described in the standards of conduct? Do you? Appearance issues can be tricky. Make sure you know how to handle the most common appearance problems resulting from your employees' personal and business relationships. This class helps you do that.

Intended Audience

Ethics Officials

You Will Learn How To

- Identify the three rules under the Personal and Business Relationships standard
- Decide when the reasonable person question is required
- Analyze the covered relationship rule
- Analyze the household member rule
- Decide when to use the other appearances rule
- Recommend remedies for appearance problems

Course Dates

Tuesday, September 18, 2007	9:00 a.m. - 12:00 noon
Wednesday, September 19, 2007	9:00 a.m. - 12:00 noon

Course Location

Federal Energy Regulatory Commission
888 First Street, NE
Washington, DC 20426
Room 3M2A/B

Registration Information

To register for one of the above courses, please visit the Training Workshops and Seminars section of OGE's website at www.usoge.gov and complete the online [Registration Form](#).

The registration deadline is five (5) days before the class date or until each class is full, whichever occurs first. E-mail confirmations are sent to registrants prior to the course date.

For information regarding the registration process, please contact:

Gwen Cannon-Jenkins
Education Assistant
E-mail: gcannon@oge.gov
Phone: 202-482-9219

General OGE Course Information

For information about the OGE training courses, please contact:

Kaneisha Cunningham
Education Training Specialist
E-mail: ktcunnin@oge.gov
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