

staff BULLETIN

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

66-85

July 15, 1966

STANDARDS OF CONDUCT

Staff Bulletin 66-73 advised you of impending changes in the Department's Standards of Conduct regulations, and included a summary of the provisions relating to outside employment and other outside activity, as well as financial interests. The regulations became effective June 24, and were distributed to all employees with Staff Bulletin 66-77.

The following paragraphs provide information concerning counseling services:

Counseling Services

Ashley Foard, Acting Director, Office of General Counsel, has been designated Acting Counselor for the Department. In that capacity he is responsible for coordinating the Department's counseling services and for assuring that counseling and interpretations on questions of conflict of interest are available to Deputy Counselors. The Deputy Counselors, in turn, are available to employees who seek pertinent advice and guidance.

The Department's Deputy Counselors listed below have been designated so as to provide counseling services in two broad categories:-

- (1) Questions of a legal nature - particularly those concerned with interpretations or applicability of conflict of interest laws and Executive Orders of the President; and
- (2) Questions on other matters covered by the Standards of Conduct regulations - particularly those concerned with the filing of statements of financial interests and outside activities, and 'prior approval' requests, in addition to other regulatory provisions.

FOR WASHINGTON

Employees in office of:

Secretary;
Under Secretary; and
Officers reporting directly to
Secretary:

Deputy Counselor
(Legal) is:

Ashley Foard

Deputy Counselor
(Personnel) is:

Douglas E. Chaffin

General Counsel ;
Assistant Secretary for
Metropolitan Development;
Assistant Secretary for
Demonstrations and Intergovern-
mental Relations; and
Assistant Secretary for
Administration:

Paul R. Boesch

Assistant Secretary for
Renewal and Housing Assistance
(Renewal Projects Administration):
(Housing Assistance Administration):

S. Leigh Curry, Jr.
Joseph Burstein

"
Charles G. Stern

Assistant Secretary for
Mortgage Credit and
Federal Housing Commissioner
(Federal Housing Administration):
(Federal National Mortgage
Association):

Adolphus Prothro
Robert H. Reid

Joe B. Montgomery
Glendon D. Willey

FOR FIELD
Employees in:

Regional Office:

Regional Counsel

Regional Director of
Administration

FHA Insuring Office (and
other FHA field offices):

Adolphus Prothro

Joe B. Montgomery*

HAA Regional Office :

HAA Regional Counsel

Administrative Officer
or Office Services
Supvr.

FNMA Agency Office :

Agency Counsel

Assistant Agency
Manager (Administration)

* Designated personnel in each FHA field office will assist.

Instructions to employees will be issued shortly, by appropriate offices, concerning employees in positions designated in the Appendix to the regulations, reporting procedures for other employees, and reporting untermiated prohibited activities.

It is suggested that employees retain their copies of Staff Bulletins 66-73, 66-77, as well as this issue, for reference purposes.