



FACT SHEET

Ethics One-Pagers

DESCRIPTION

An easy-to-read, accessible “Ethics in Brief” one-page summary focused on a discrete area of ethics. These one-pagers are presented to USDA’s most senior officials along with a one to three minute talk at the Department’s weekly Sub-Cabinet meetings and senior policy making meetings to officials.

PURPOSE

Almost every senior USDA official in Washington, DC attends regular weekly meetings ranging from the Secretary’s Sub-Cabinet meetings, to Executive Leadership meetings for USDA’s component agencies, where the Director of the Office of Ethics or a member of his staff is on the schedule to provide a brief five minute brief which is always tied to the one-page handout. These weekly “ethics minutes” keeps ethics in the forefront of decision-makers minds and demonstrates senior leadership’s support for the ethics program and ethics principles. These sessions also ensure that employees know their ethics officials and employees often ask questions, which promotes ethics education.

PRODUCT ADAPTABILITY

The concept is very transferable. All Agencies have these regular weekly meetings by one name or another. It is quiet easy to get on the schedule for a quick brief and to pass out a one-page summary of an ethics rule.

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