

EMWS



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August 12, 1997

**CONFIDENTIAL**

[REDACTED]

Re: No. 97020.Q

Dear [REDACTED]:

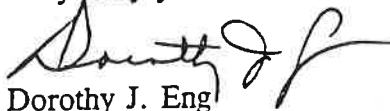
We have reviewed your letter of July 29, 1997. Because you did not include sufficient facts on which to base an opinion, we are unable to offer advice on your inquiry.

The general standards of the City's ethics code prohibit an employee or official of the City from using City equipment, personnel or supplies for an unauthorized purpose (e.g., one's own personal benefit or private gain). However, without a clear understanding of the facts and circumstances surrounding the conduct in question, we cannot determine whether the individuals to whom you refer are carrying out governmental programs selected by the administration, or they are improperly acting on their own behalf for their own personal benefit.

If you have additional facts you wish to submit, please forward. For your reference we have assigned the number set forth above to your inquiry. We have also enclosed, a copy of our general rules and regulations concerning requests for an investigation. If you wish to file a complaint, please advise.

Thank you for contacting this office. If we can be of further assistance, let us know.

Very truly yours,

  
Dorothy J. Eng  
Executive Director

Enclosure

96020.QL2

