

December 9, 2010

Dear County Employees:

Please accept our best wishes during this holiday season. We appreciate and value your hard work of providing service to the residents of Lackawanna County, particularly during this time of economic challenge.

As you know, a key goal of our administration is that Lackawanna County demonstrates the highest standards of ethics and accountability. We know it's customary to exchange gifts during the holiday season as an expression of goodwill. We also know that, in the past, vendors and citizens have wished to provide gifts, gratuities or tokens of appreciation to the County officials and employees who serve them.

We appreciate the generous spirit in which such gifts may be offered. The County ethics code governs officials and employees of both this administration and other branches of county government. The Code of Ethics prohibits accepting gifts, gratuities or tokens of appreciation offered to you. This Code of Ethics exists to ensure that all vendors, potential vendors and residents are treated alike, with no favoritism or perceived favoritism. A copy of the Code of Ethics can be found at: [http://www.lackawannacounty.org/uploads/Code\\_of\\_Ethics.pdf](http://www.lackawannacounty.org/uploads/Code_of_Ethics.pdf)

Therefore, to ensure that our administration maintains the high ethical standards to which we are strongly committed, we expect you to comply with the Code of Ethics and not accept gifts, gratuities or tokens of appreciation from vendors. If you have any questions about the Code of Ethics, please contact your supervisor or Attorney David Fallk, the County's Ethics Counsel, at (570) 342-8249.

Thank you again for your service to the residents of Lackawanna County. Best wishes for a happy and healthy holiday season.

Sincerely yours,

  
Michael J. Washo

  
Corey D. O'Brien

  
A.J. Munchak



Michael J. Washo, Corey D. O'Brien & A.J. Munchak  
*Commissioners*

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December 9, 2010

Dear Vendors:

Please accept our best wishes during this holiday season. We appreciate and value your interest in doing business with Lackawanna County.

As you know, a key goal of our administration is that Lackawanna County demonstrates the highest standards of ethics and accountability. We know it is customary in private industry to exchange gifts during the holiday season as an expression of goodwill to customers. We know also that, in the past, vendors have wished to provide gifts, gratuities or tokens of appreciation to County officials and employees with whom they have done business.

We appreciate the generous spirit in which such gifts may be offered. We also appreciate our public employees who work hard on the public's behalf and deserve thanks. Nevertheless, we wish to remind you that offering such gifts, gratuities or tokens of appreciation to officials and employees of Lackawanna County government is prohibited.

The Code of Ethics exists to ensure that all vendors, potential vendors and residents are treated alike, with no favoritism or perceived favoritism. A copy of the Code of Ethics can be found at:  
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Therefore, to ensure that our administration maintains the high ethical standards to which we are strongly committed, please do not offer gifts, gratuities or tokens of appreciation to officials and employees of Lackawanna County government. We have also sent a similar reminder to County officials and employees. However, your thanks and praise to any County employee whose services you value are always welcome!

If you have any questions about this Code of Ethics, please contact Attorney David Fallk, the County's Ethics Counsel, at (570) 342-8249. We also ask that you share this letter with others in your organization.

Thank you again for your interest in and service to the residents of Lackawanna County. Best wishes for a happy and healthy holiday season.

Sincerely yours,

  
Michael J. Washo

  
Corey D. O'Brien

  
A.J. Munchak