



Homeland Security

April 22, 2019

MEMORANDUM FOR DISTRIBUTION

FROM: Kevin K. McAleenan
Acting Secretary

A handwritten signature in black ink, appearing to read "K. McAleenan", with a long horizontal line extending to the right.

SUBJECT: Ethical Standards

Safeguarding our homeland, our people, and our values is a critical mission that can only be accomplished with public trust and confidence. Public trust and confidence is only earned when we hold ourselves, and each other, to the highest standards of honor and integrity.

As employees of the U.S. Department of Homeland Security (DHS), we all took an oath to uphold the Constitution of the United States and to well and faithfully discharge the duties of our respective office. That oath imposes upon each of us the duty to understand the rules governing us as federal employees. Educating ourselves on those rules early and often will ensure we are prepared to make the right decision when it matters. I expect every DHS employee to know the rules and to steer clear of crossing ethical boundaries.

Place public service over private gain in everything you do. To that end, you must conserve and protect government resources, act with impartiality, avoid acting when your private interests conflict with your official duties, consider declining gifts even when they may be accepted, and report fraud, waste, and abuse.

Ethics is more than a set of rules. As representatives of this Department you must aim to conduct yourselves beyond reproach by avoiding even the appearance of impropriety. Most importantly, if you are not sure what to do—stop and ask. Your leadership and our team of ethics officials are standing by to help you chart a safe course as you execute the critical mission of this Department with honor and integrity.

It is truly my honor to serve alongside each of you.