

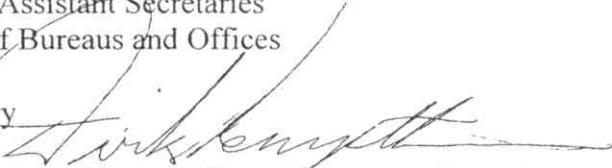


THE SECRETARY OF THE INTERIOR
WASHINGTON

JUL 31 2006

Memorandum

To: Deputy Solicitor
Assistant Secretaries
Deputy Assistant Secretaries
Heads of Bureaus and Offices

From: Secretary 

Subject: Cooperation with the Office of Inspector General

When I took office as Secretary of the Interior, I emphasized that Interior employees best serve the public trust by following ethical guidelines. As public servants, we must cooperate with the Office of Inspector General (OIG) as that office fulfills its responsibilities as provided in the Inspector General Act and the Departmental Manual. The Inspector General is a vital part of the senior leadership team here at the Department as he pursues economy, efficiency, and effectiveness in Departmental programs and operations, as well as preventing and detecting fraud and abuse.

The Inspector General Act and the Departmental Manual provides the Inspector General access to information within the Department. The Departmental Manual states, "the Inspector General is authorized to have access to all records, reports, audits, reviews, documents, papers, recommendations, or other material available to the Department relating to its programs and operations (Section 6 (a) (1) of the IG Act." Information that the Inspector General has access to may include information that may be privileged, confidential, or otherwise exempt from disclosure under law, such as the Freedom of Information Act or the Privacy Act. In providing privileged or confidential information to the Inspector General's office, Department employees should identify and clearly mark such information. The Office of Inspector General will treat such information in accordance with applicable statutes and regulations. Providing such information to the Office of Inspector General will not constitute a waiver of any privileges that may attach to the information.

Chapters 110 and 355 of the Departmental Manual, based in part on the Inspector General Act, set forth the respective responsibilities of Departmental officials and employees, as well as applicable policies and procedures, relating to interaction and cooperation with the Office of Inspector General. If you have any questions about your obligations to cooperate with requests by authorized representatives of the Office of Inspector General, you may contact your supervisors or the Office of the Solicitor. Please advise your senior managers of the contents of this memo.