

U.S. GOVERNMENT PRINTING OFFICE

CIRCULAR LETTER NO. 560

June 16, 2004

TO: Printing and Publishing Officials of the Federal Government

SUBJECT: Rider Orders for Office of Government Ethics *14 General Principles Card*
and *Standard of Conduct Poster*

The purpose of this Circular Letter is offer departments and agencies of the Federal government the opportunity to ride the printing orders for the following Office of Government Ethics (OGE) products:

14 General Principles Card – This red and blue laminated card is 7” x 5” with rounded corners. It contains printing on both sides and lists the 14 principles for ethical conduct of Federal employees. The estimated rider rate is \$.15 per card. Please remember to indicate the number of cards desired and Jacket Number 307-588, OGE Requisition Number 4-00015 on your requisition.

Standard of Conduct Poster – This 16” x 20” red and blue poster contains printing on one side and lists the 14 general principles for ethical conduct of Federal employees. The estimated rider rate is \$.20 per poster. Please remember to indicate the number of posters desired and Jacket Number 307-587 and OGE Requisition Number 4-00016 on your requisition.

Rider requisitions (SF1s) for these products should be submitted to GPO no later that June 28, 2004. Rider rates apply to single destination, local delivery. Mailing charges, if incurred, will be added to your account.

If you have any questions about the information contained in this Circular Letter, and you are with Army, Homeland Security, Agriculture, the Office of Management and Budget, Health and Human Service, Housing and Urban Development, Treasury, Social Security Administration, General Accounting Office, Department of Transportation, Interior, Commerce, Veterans Administration, Federal Emergency Management Agency, or the State Department, call Agency Publishing Services on 202-512-0320. All other departments/agencies should contact the Departmental Account Representative Division, on 202-512-0238.

Sincerely,

JIM BRADLEY

Managing Director, Customer Services