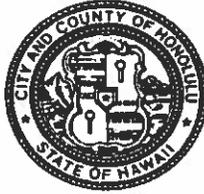


DEPARTMENT OF HUMAN RESOURCES
CITY AND COUNTY OF HONOLULU
650 SOUTH KING STREET 10TH FLOOR • HONOLULU, HAWAII 96813
TELEPHONE: (808) 768-8500 • FAX: (808) 768-5563 • INTERNET: www.honolulu.gov/hr

KIRK CALDWELL
MAYOR



CAROLEE C. KUBO
DIRECTOR

NOEL T. ONO
ASSISTANT DIRECTOR

October 29, 2014

MEMORANDUM

TO: All Department and Agency Heads

FROM: *Carolee C. Kubo*, Director *Noel T. Ono*
Department of Human Resources

SUBJECT: Honolulu Ethics Commission Survey

We have recently been informed that the Honolulu Ethics Commission has requested that all City employees complete an electronic Ethics survey. One union has raised concerns regarding the purpose and use of the survey. They have requested consultation pursuant to Chapter 89-9, HRS and the applicable provisions of the collective bargaining agreement. Please hold off on disseminating this survey until all unions are properly notified and their concerns addressed.

Should you have any questions, please contact the labor relations specialist assigned to your department.

Thank you for your cooperation.

cc: Ethics Commission
COR

APPROVED:

A handwritten signature in black ink, appearing to read "Ember Lee Shinn", is written over a horizontal line.

Ember Lee Shinn
Managing Director