

To all DMVA employees:

We are about to turn the clock on a new year and 2014 will certainly be exciting!

There are many candidates for political office and many of them keep the Department of Military and Veterans' Affairs as a high priority. This can affect our department in many ways, one of which can lead to candidates contacting employees to get an official statement outside of the chain of command.

Employees are not authorized to give statements on behalf of the department without first coordinating the request with one's supervisor, and the Commissioner/ Adjutant General's office.

Our goal is to maintain the utmost professionalism in the workplace and the community, and this is one step to ensure we will be successful.

This mandate does not mean an employee cannot reach out to one's legislator to address a personal situation. But the employee must make this contact during non-business hours with personal resources.

I look forward to a successful 2014 and I wish everyone a Merry Christmas and Happy Holidays!

McHugh Pierre  
Deputy Commissioner

I fully understand and will comply with this rule: \_\_\_\_\_

Date: \_\_\_\_\_