



United States
Department of
Agriculture

Forest
Service

Tongass
National
Forest

Petersburg
Ranger
District

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File Code: 6170
Route To:

Date: July 13, 2006

Subject: Letter of Instruction

To: Glen G. Ith

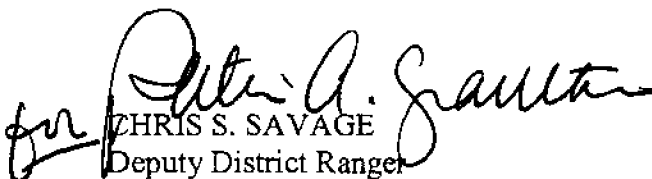
This memorandum is to inform you of your responsibilities as an employee of the USDA Forest Service to cooperate with an administrative misconduct investigation.

You were informed on Monday, July 10, 2006, of a scheduled appointment for you to be interviewed with Carol Kittson, Misconduct Investigator, on Thursday, July 13, 2006.

USDA Employee Responsibilities and Conduct, Personnel Bulletin: 735-208c, states that employees are obligated to give information they possess to authorized representatives of the Department or Mission Area or Agency when called upon, if the inquiry relates to official matters and the information is obtained in the course of employment or as a result of relationships incident to such employment. This shall include the furnishing of a signed, sworn/affirmed statement. Failure to respond to requests for information or to appear as a witness in an official proceeding may result in consideration of disciplinary action.

As a bargaining unit employee, you have the right to request union representation during the course of this inquiry, if you reasonably believe it may lead to disciplinary action. This is called the Weingarten Right.

Should you have any questions regarding these responsibilities you are to direct them to Karlene Hale, Employee Relations Specialist, at (907) 228-6249.


CHRIS S. SAVAGE
Deputy District Ranger

Cc:NFFE



Kalkines Warning

For a compelled interview with existing or potential administrative consequences, you are informed of the following:

- 1) You are going to be asked a number of specific questions regarding the performance of your official duties.
- 2) You have a duty to reply to these questions, and agency disciplinary action resulting in your discharge may be initiated as a result of your answers. The information you provide and evidence discovered may be used in a disciplinary proceeding.
- 3) However, neither your answers nor any information or evidence which is gained by reason of such statements can be used against you in any criminal proceeding. If you knowingly and willfully provide false information, you may be criminally prosecuted for that action.
- 4) You are subject to dismissal if you refuse to answer or fail to respond truthfully to any questions.

Do you understand the information listed above?

Glen Ith
Printed Name of Employee

7/13/06
Date

[Signature]
Signature of Employee

7/13/06

Carol A. Kittson
Printed Name of Interviewer

7/13/06
Date

[Signature]
Signature of Interviewer

Patricia A. Grantham
Sign. of Supervision

7.13.06

Patricia A. Grantham
Printed Name

7.13.06