



## May I ask you for a favor?

- When you get this question, stop and think before you act.
- Using your postal contacts or position to help relative or friend may be a misuse of your position.
- If you would provide the help for anyone, it's probably fine.
- But, if you are doing it because of the person asking for the favor, you are providing special access and misusing your position.

Providing a level playing field for all of customers and suppliers enhances Postal Service's reputation for fairness and honesty in business.

And that's smart business.

*Contact the Ethics Office ([ethics.help@usps.gov](mailto:ethics.help@usps.gov)) for more guidance.*