



## Ask Before You Volunteer

- Contact the Ethics Office for guidance before engaging in volunteer activity because there are ethics regulations that may apply to your volunteer activity:
  - You may not work on a postal matter involving the organization with which you are volunteering.
  - You are also restricted from appearing before the Postal Service or the federal government on behalf of the organization with which you are volunteering.
  - You may not use official time or postal equipment in furtherance of the volunteer activity.

Avoiding the use of official time or postal equipment for the private gain of an outside organization conserves Postal Service assets.

And that's smart business.

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