



Suite 730
1400 16th Street, NW
Washington, DC 20036
Phone: 202 462 1676
Fax: 202 232 7161

October 7, 2016

Dear Colleagues:

As AUI enters its 71st year in the service of science, we look forward to many accomplishments during the new financial year which began on October 1st, the first under our new 10-year Cooperative Agreement for NRAO, and one in which we celebrate the inaugurations of the Green Bank Observatory and the Long Baseline Observatory. At this point in time, it will serve us well to reflect for a moment on those aspects of our work that facilitate the conditions of continued success.

An indispensable success factor is the exemplary contribution that our talented and devoted employees provide to our user communities via the continually growing potential of the facilities we manage, and the continuing improvement of so many of our support processes. This flows from the personal commitment and dedication of our employees, whether at the observatories or the corporate office, and reflects AUI's institutional commitment to open inquiry, interdisciplinary teamwork and the quest for excellence in all we do. Your engagement with the mission helps us attract innovative staff of the highest caliber from diverse backgrounds and perspectives, and they in turn make remarkable contributions to our programmatic and operational goals.

Over the years, AUI and the research centers we manage have cultivated a culture of integrity and ethical decision-making, and we continue to rely on your support and attentiveness to the highest standards of ethical conduct in research, business practices and with regard to each other and our common commitment to a safe and inclusive workplace.

Unfortunately, we have become accustomed to hearing in the news and social media shocking examples of ethical misconduct in the world outside our workplace. So we want to continue to urge you to communicate any concerns, seek advice or ask questions if you ever encounter situations at work that trouble you.

Any AUI employee, whether in the corporate office or working at any of our facilities, may contact their immediate supervisor at any time with their concerns, or direct their questions to Human Resources, or contact our Ombuds personnel (see <https://info.nrao.edu/hr/ombuds/ombuds>) who offer third-party confidential assistance in partnership with HR to achieve successful outcomes to workplace problems which are referred to them.

If for whatever reason, you feel that none of the above would be an appropriate way for you to resolve your concern, you should use AUI's Ethics & Integrity Line, via that service's web portal or telephone, details of which you can find at the foot of any of the pages of the AUI website



www.aui.edu. This is a confidential channel guaranteeing prompt attention to problems brought to my attention.

I am very aware that at times, employees of some organizations have made serious allegations of adverse actions being taken against them by management for submitting reports to “whistleblower” hotlines. By this letter, I wish to give each one of you a personal and categorical assurance that you will never be subject to retaliation for reporting any concern that has the objective of helping this organization and its people. Please do take the time to carefully read the AUI policy on Reporting Workplace Concerns and to read the FAQ’s about the AUI Ethics & Integrity Line, which you can find [here](#). AUI’s policy on retaliation is among the strongest anywhere, and I assure you that I will abide by that commitment at all times.

I am proud of our collective accomplishments and all the work done this past year, and wish you all another exceptional year. Again, I thank you for your part in creating, embracing and continuing to support our working culture that, in its own way, helps us further human understanding of the Universe and our respect for one another.

Sincerely,

A handwritten signature in black ink, appearing to read "Ethan Schreier", with a long, sweeping horizontal line extending to the right.

Ethan Schreier
President
Associated Universities, Inc.