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"Rummaging in the government's attic"

Description of document: Department of Justice (DOJ) Antitrust Division Antitrust (ATR) Announcements CY 2016 - CY 2017

Requested date: 16-May-2017

Release date: 01-September-2017

Posted date: 11-March-2019

Source of document: FOIA Request
Freedom of Information Act / Privacy Act (FOIA / PA)
Unit
US Department of Justice, Antitrust Division
Liberty Square Building, Suite 1000
450 Fifth Street, NW
Washington, DC 20530-0001
Fax: 202-616-4529
E-mail: antitrust.foia@usdoj.gov

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U.S. Department of Justice
Antitrust Division
Freedom of Information Act / Privacy Act Unit
Liberty Square Building
450 5th Street, NW, Suite 1000
Washington, D.C. 20530
Voice: (202) 514-2692 / Fax: (202) 616-4529

September 1, 2017

BY EMAIL

Re: Freedom of Information Act Request No. ATFY17-093

This letter responds to your May 16, 2017 Freedom of Information Act ("FOIA") request for "a copy of each ATR Announcement during calendar year 2016 and calendar year 2017." We received and assigned your request control number ATFY17-093 on May 16, 2017. Please refer to the control number in any future correspondence regarding your request.

You state in your letter that you agree to limit your request to records that can be retrieved within a two hour time frame. Please be advised that as a non-commercial requester, you are entitled to the first two hours of search time and the first 100 pages of publicly available material at no charge. Enclosed please find copies of 100 pages of documents responsive to your request. Document portions reflecting information the disclosure of which would constitute a clearly unwarranted invasion of personal privacy are redacted from these documents in accordance with 5 U.S.C. § 552(b)(6). These documents are provided to you at no charge.

Please contact Ronald Wiercioch, FOIA Public Liaison, at ronald.wiercioch@usdoj.gov if you wish to pursue your request. Please note that you may be assessed search fees of \$4.75 per quarter hour for administrative time and \$10.00 per quarter hour for professional time, and a duplication charge of five cents per-page or the direct costs for fees totaling more than \$25.00. We anticipate the fees will exceed the \$25.00 that you have agreed to pay.

If you consider my response¹ to be a denial of your request, you may administratively appeal by writing to the Director, Office of Information Policy (OIP), United States Department of Justice, Suite 11050, 1425 New York Avenue, NW, Washington, DC 20530-0001, or you may submit an appeal through OIP's FOIA online portal by creating an account on the following web site: <https://foiaonline.regulations.gov/foia/action/public/home>. Your appeal must be postmarked or electronically transmitted within 90 days of the date of my response to your request. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal."

You may contact Ronald Wiercioch, FOIA Public Liaison, at the telephone number listed above for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, Room 2510, 8601 Adelphi Road, College Park, Maryland 20740-6001; e-mail at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

Sincerely,

A handwritten signature in cursive script that reads "Sue Ann Slates". The signature is written in black ink and is positioned above the printed name and title.

Sue Ann Slates
Chief
FOIA/Privacy Act Unit

Enclosures

¹ For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. *See* 5 U.S.C. § 552(c). This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication that excluded records do, or do not, exist.

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

ATTORNEYS

Matthew R. Jones received his JD from the University of Florida Levin College of Law – Gainesville, FL and is assigned to the Telecommunications and Media Enforcement Section.

Carolyn M. Sweeney received her JD from the University of Notre Dame Law School – Notre Dame, IN and is assigned to the Washington Criminal I Section.

VOLUNTEER

(b)(6)



Posted on ATR Announcements: January 6, 2016

To print announcement text only, right-click the announcement text and click Print.

Transit Subsidy Maximum Amount Increased

Effective February 1 2016, employees are eligible for an increase in transit subsidies up to a maximum of \$255 per month, depending on their transit costs.

I. Transit Subsidy Application or Recertification Required

This increase in subsidy requires that only employees who currently use mass transit for commuting and wish to increase their current amount or plan to do so by February 1, 2016, must complete an [Application for Transit Subsidy](#). The application is available on the Personnel Staff Home Page. Please submit your application to your designated section transit subsidy coordinator. After compiling the applications, coordinators should then forward the applications to the Personnel Staff, which is located in room **3405 Liberty Square Building**, no later than **January 15, 2016**.

II. Update Transit Allocation Account

Employees who use MetroAccess, Van Pool, Commuter Buses, Marc train and VRE will need to update their allocation accounts to reflect the new amount that should be allocated to their transit provider. Employees should complete the allocation account update before their provider's monthly deadline. Please go to <https://www.smarttrip.com/sbftp/vplpat.login> to update your allocation account. (Instructions)

III. Transit provider monthly deadlines for new setups and changes:

- o MTA Commuter Buses: 16th
- o CommuterDirect for VRE/MARC: 16th
- o Virginia Railway Express: 16th
- o MetroAccess and Van Pools: Last day of the month

IV. Reimbursement of Certain January Expenses

Employees should retain any receipts for out-of-pocket expenses incurred (parking not included) effective January 1, 2016 until such time as the new threshold amounts are available. A [Claim for Reimbursement](#) should be completed and submitted to the Budget and Fiscal Staff. Please enter "**January 2016 Transit Increase**" in box 6j of the claim form. Any amount on the claim form that exceeds \$75.00 must be accompanied by a receipt supporting the claim amount.

We are awaiting guidance in reference to retroactive reimbursement for calendar year 2015. Once guidance is received, we will post an additional announcement.

V. Offices Outside of Washington, DC Transit Coordinators

Guidance

In addition to compiling and forwarding updated applications, please update the DOT template and send to Barbara Jones for processing through the DOT Coordinator.

Please contact Marvin Tyler or Kellie Strong, the Division's Transit Subsidy Coordinators, by electronic mail or on 202-514-2469 for additional information.

Posted on ATR Announcements: January 6, 2016

To print announcement text only, right-click the announcement text and click Print.

**In recognition of four decades of distinguished service at
the
U.S. Department of Justice Antitrust Division**

*You are cordially invited to attend a
celebration in honor of*

**Bob Kramer
General Counsel**

on the occasion of his retirement

Tuesday, January 19, 2016
3pm-5pm
Robert F. Kennedy Main Justice Department Building
Room 3109—AAG Conference Room

Posted on ATR Announcements: January 6, 2016

To print announcement text only, right-click the announcement text and click Print.

Merger Course: Product and Geographic Markets

January 14, 2016
12:30 – 2:00pm
7222 LSB

In this presentation, Ryan Danks, Counsel in the Office of the Assistant Attorney General, and Nathan Goldstein, an EAG economist in the Economic Regulatory Section, will discuss Product and Geographic Markets as they relate to merger analysis. This session is part of the First-Year Training Program and the five-part merger training program designed for new attorneys and economists. Because of its relevance, we have opened the program to all attorneys and paralegals who would like to attend.

The New York, Chicago, and San Francisco offices can participate by videoconference.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: January 6, 2016

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Department-wide Connectivity Issues

Due to a Department-wide connectivity problem, messages cannot be sent or received via Blackberry. Also, access to WebTA is affected. We are working with the Department to resolve this connectivity issue. Please contact the [ATR Helpdesk](#) at 202-353-2874 if you have any questions.

Posted on ATR Announcements: January 7, 2016

To print announcement text only, right-click the announcement text and click Print.

DC Voicemail System Issue

The DOJ voicemail system in DC is currently malfunctioning – users may experience problems when checking their voicemail messages, leaving voicemails for others, and when forwarding messages. JMD is aware of the issue and is working with AT&T/Verizon to resolve the problem. We do not yet have an estimated timeline for resolution but further updates will be provided as available.

Posted on ATR Announcements: January 8, 2016

To print announcement text only, right-click the announcement text and click Print.

DC: Pro Bono Opportunity & Training: Volunteer with the Washington Legal Clinic for the Homeless

The Washington Legal Clinic for the Homeless ([WLCH](#)) will offer new volunteer training on Wednesday, January 20, 2016 at 11:45 a.m. at the offices of McDermott Will & Emery (500 North Capitol Street, NW). Training is required for new volunteers, and is open to any Division staff, including interns.

The core of WLCH's work is the representation of individual low- and no-income clients through a network of over 250 volunteer attorneys and legal assistants. After attending a New Volunteer Training, volunteers obtain clients at one of seven intake sites run by WLCH at meal programs, health clinics, and day programs throughout the District. Our intake sessions last for one hour and, on average, about 3-5 clients attend each intake. If clients present legal issues that meet WLCH's case selection guidelines, and are of the type government attorneys may take on, then the intake volunteer or another attorney within our volunteer group acts as the primary legal representative for those clients. Legal Clinic staff attorneys provide advice and guidance, including a detailed case plan and ongoing support, on all volunteer cases. Paralegals and other staff may volunteer in partnership and under the supervision of an attorney volunteer.

Division attorneys, paralegals, and other staff have been volunteering with WLCH and staffing clinics once a month for the past two years. If you are interested in volunteering with WLCH and attending the training, please contact [Anne McFadden](#) (5-8671).

Posted on ATR Announcements: January 11, 2016

To print announcement text only, right-click the announcement text and click Print.

Federal Employees Health Benefits Program Limited Enrollment Period

A Limited Enrollment Period will run from February 1, 2016 until February 29, 2016.

This is not an extension of the most recent Benefits Open Season. This Limited Enrollment Period is intended to allow individuals who missed Open Season and want to change their health insurance enrollment coverage from Self and Family to Self Plus One.

The Limited Enrollment Period is only for employees enrolled in Self and Family coverage, and a decrease to Self Plus One coverage is the only enrollment change allowable. Changes will be prospective to the first day of the first pay period following your request.

Changes to plans, options, and any other increase or decrease in coverage besides Self and Family to Self Plus One will not be allowed.

If you have questions regarding this limited enrollment period please contact [Karen Jung](#) or [Elena Morgan](#) e-mail or by phone at (202) 514-2469.

Posted on ATR Announcements: January 11, 2016

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

ATTORNEYS

Sean M. Sandoloski received his JD from Yale Law School – New Haven, CT and is assigned to the Appellate Section.

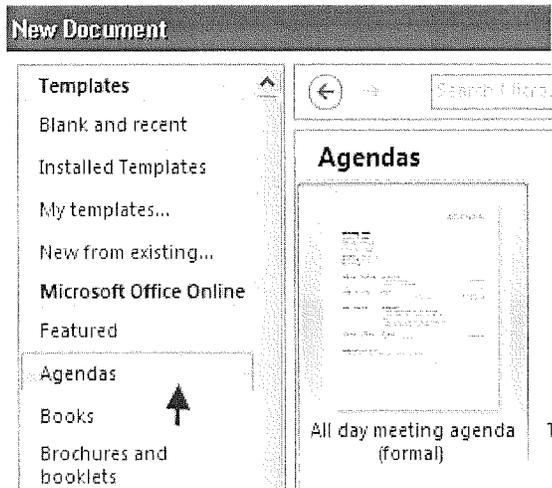
Justin Wechsler received his JD from the Benjamin Cardozo School of Law – New York, NY and is assigned to the Washington Criminal II Section.

VOLUNTEERS

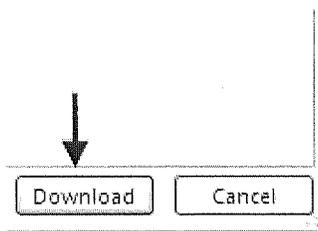
(b)(6)



Posted on ATR Announcements: January 12, 2016



6. Left click to select the desired template in the preview pane.
7. Click on Download.



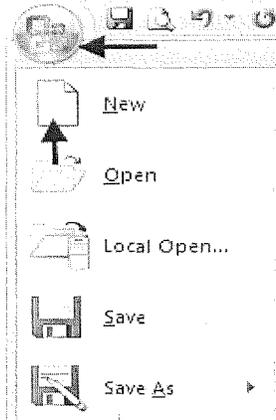
Want to learn more about Word 2007? Sign up for the **Introduction to Word 2007** class. See the [Computer Training Calendar](#) for the schedule of all instructor-led computer training classes.

We hope you found this tip valuable. For further assistance, suggestions for future tips, comments, or to sign up for a class, please call the Centralized HelpDesk at 202-353-ATRH (2874) or e-mail us at [ATR-HelpDesk – Support Requests](#).

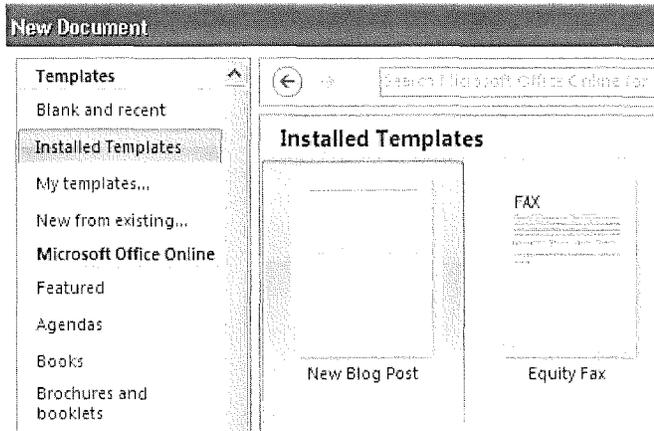
Microsoft Word 2007 Tip
Accessing Word Templates

There are hundreds of installed templates and online templates available.

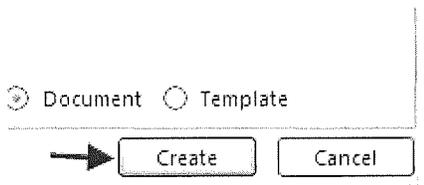
1. Click on the Office Button then select New



2. Click on Installed Templates.



3. Left click on desired template in the preview pane, then click on Create.



4. Accessing online templates: Follow Step #1
5. Select a template under Microsoft Office Online to access the online templates.

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Merit Principles Survey 2016

The U.S. Merit Systems Protection Board (MSPB), an independent Federal agency is about to conduct its annual Government-wide survey and, once again, DOJ will participate. Soon, MSPB will invite a randomly selected sample of Federal employees to participate in the survey. If you are one of the 3,700 DOJ employees randomly selected to participate, MSPB will contact you via email. Employees are encouraged to take approximately 30 minutes of work time to complete the survey. If you prefer, you may complete the survey outside of work.

MSPB has been conducting this survey for nearly 30 years in support of its mission to assess the soundness of Federal merit systems to ensure that employees are managed fairly, effectively, and efficiently. MSPB will share the survey results with the President, Congress, and other Federal decision-makers to identify areas of success and areas that require improvement.

Your responses are voluntary and are held in confidence by MSPB. MSPB will not report any data that can be used to identify individual participants or work units. If you would like more information, please view MSPB's web site at www.mspb.gov/studies. You may also contact your DOJ's Survey Administrator, Kamaron P. Kellum-Cloman, Assistant Director for Human Capital Management and Accountability at kameron.p.kellum-cloman@usdoj.gov.

Thank you in advance for your support of the Merit Principles Survey.

Posted on ATR Announcements: January 19, 2016

To print announcement text only, right-click the announcement text and click Print.

Restoration of Forfeited Annual Leave for Leave Year 2015

Below are the procedures for requesting restoration of forfeited annual leave from the 2015 leave year. Restoration of annual leave is a financial transaction, and the controls and sanctions relating to appropriate handling and responsibility for Government funds apply.

How to Submit a Request for Restoration of Leave

You must submit a request for restoration of forfeited annual leave using the [DOJ-364 Request for Restoration of Forfeited Annual Leave form](#). You must attach the following documentation to the request form:

1. **Request for Leave.** To be eligible for restoration, annual leave must have been scheduled and approved by **November 28, 2015**.
 - a. You may submit the email notification or a print out of the task list from webTA that shows the date the leave was approved by an official having authority to approve leave, amount of leave scheduled for use, and dates on which the leave was scheduled; **or**
 - b. You may submit a memorandum to you from your supervisor that indicates the date the leave was approved, amount of leave scheduled for use, and the dates on which the leave was scheduled.
2. **Cancellation of Leave.**
 - a. You may submit the email notification or a print out of the task list from webTA that indicates the supervisor's specific reason(s) for denying the approved annual leave, the amount, dates, and must be dated prior to the time that canceled leave was scheduled to begin; **or**
 - b. You may submit a memorandum to you from the supervisor that indicates the supervisor's specific reason(s) for canceling approved annual leave, the amount/dates, and must be dated prior to the time that canceled leave was scheduled to begin.
3. **Documentation.** Showing attempts to reschedule the canceled annual leave. This should include the dates and amount of leave rescheduled. In addition, documentation must be provided showing any rescheduled annual leave that subsequently was canceled.
4. **Sick Leave Substitution (if applicable).** As an alternative to the documents listed in numbers 2 and 3 above, if a period of sickness or other justified use of sick leave occurred during the scheduled period of annual leave, a T&A showing approved sick leave may be submitted to document the need for annual leave to be restored. If the period of sickness was for three work days or longer, a doctor's

certificate also is required.

5. **Time and Attendance Reports** covering the entire period from the date on which annual leave was to have commenced or was first interrupted by a period of work exigency, through Pay Period 26 (ending January 9, 2016). Copies of Time and Attendance Reports for Pay Periods 25 and 26 must be submitted.

Time Ineligible for Restoration

The use of annual leave or leave without pay after cancellation of scheduled annual leave (unless covered by a separate period of "annual leave scheduled and approved before the deadline") is considered to be rescheduled and used annual leave, or as time available for annual leave usage. Annual leave cannot be restored for these periods and is subtracted from time eligible for restoration.

Annual leave forfeited as a result of excused absence (commonly referred to as administrative leave, furlough, compensatory time off, or holidays (i.e. half-day on December 24, 2015, December 25, 2015 and January 1, 2016) also cannot be restored.

Deadline for Submitting a Request

All requests for restoration of annual leave forfeited at the end of the 2015 leave year should be sent by email to [Elena Morgan](#) or mail to Liberty Square Building, 450 Fifth Street, NW, Room 3115 Washington, DC, 20530 no later than **Friday, February 19, 2016**. Any request submitted without the appropriate documentation will be returned for completion. Please note that submission of a request for restoration of forfeited annual leave is primarily your responsibility as the requesting employee and not that of your timekeeper or secretary. If, due to continuing heavy workload, you will be unable to complete your request by the deadline, please seek counsel from Elena Morgan promptly.

If you have any questions, please contact Elena by [electronic mail](#) or on (202) 353-8224.

Posted on ATR Announcements: January 19, 2016

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U.S. Office of Personnel Management Recent Cybersecurity Incident - Update 13

To All Department of Justice Employees,

As part of the budget law enacted in December 2015, OPM has been directed to provide identity theft protection and monitoring services to those affected by either the personnel files or background investigation records incidents for at least 10 years. OPM is working through the details on implementation of the new law, and will keep you informed as decisions are made.

Please visit <http://dojnet.doj.gov/OPM-Data-Breach-update-13.pdf> for the full message from Acting Office of Personnel Management Director, Beth F. Cobert

Lee Lofthus
Assistant Attorney General
for Administration
U.S. Department of Justice

Posted on ATR Announcements: January 20, 2016

To print announcement text only, right-click the announcement text and click Print.

DC: Pro Bono Opportunity – Advice & Referral Clinic, February 13th

The Antitrust Division will be staffing the D.C. Bar Pro Bono Program Advice & Referral Clinic at Bread for the City, 1525 Seventh Street, N.W., in the Shaw Neighborhood, on Saturday, February 13th, from 9:30 a.m. until approximately 1:30 p.m. This Clinic is designed to provide brief services by offering pro se individuals the opportunity to discuss with volunteer attorneys certain kinds of matters governed by D.C. or federal law, including debt collection, consumer law, employment law, family law, health law, housing law, personal injury, and probate. The Clinic is limited to providing general information, advice, and brief services, and does not provide representation. Please consider volunteering for this Clinic. Attorneys and paralegals are needed.

If you are interested in staffing the Clinic on February 13th or have questions about the Clinic or pro bono work, please contact Christine Hill at christine.hill@usdoj.gov or 5-2738, or John Lynch at john.lynch@usdoj.gov or 5-4489. Thank you!

Posted on ATR Announcements: January 20, 2016

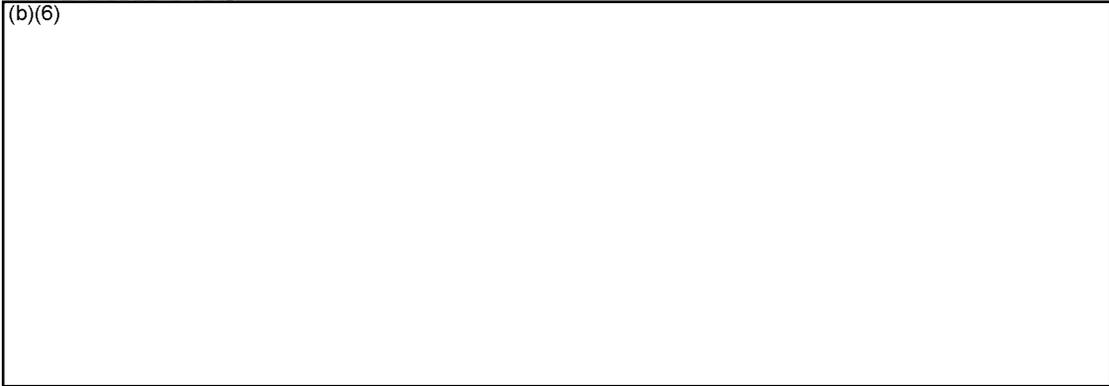
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Welcome to the Division

Please welcome the following newly appointed employees into the Antitrust Division.

VOLUNTEERS

(b)(6)



Posted on ATR Announcements: January 20, 2016

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POSTPONED

Merger Course: Unilateral Effects

January 27, 2016
12:30 - 2:00pm
7222 LSB

In this presentation, Karl Knutsen, an attorney in Litigation I, and Jenny Shanefelter, an economist in Economic Litigation, EAG, will discuss the subject of Unilateral Effects as it relates to merger analysis. This session is part of the First-Year Training Program, and the five-part merger training program designed for new attorneys and economists. Because of its relevance, we have opened the program to all attorneys and paralegals who would like to attend.

The New York, Chicago, and San Francisco offices can participate by videoconference.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: January 21, 2016

To print announcement text only, right-click the announcement text and click Print.

DC Employees Only - Snow Storm Advisement - OPM Announcement Later Tonight

In preparation for the coming snow storm, we have been advised that the Office of Personnel Management (OPM) intends to make a decision on tomorrow's status of operations in time for tonight's local news broadcasts at 10:00 and 11:00 p.m. Employees are advised to monitor local media outlets and [OPM's operating status website](#) for the latest available information.

Posted on ATR Announcements: January 22, 2016

To print announcement text only, right-click the announcement text and click Print.

**Federal Offices Close at Noon Today Due to Blizzard -
Washington DC Facilities
January 22, 2016**

Due to the government office closure at 12:00 noon today, The Robert F Kennedy Main Justice Building (RFK) and the Liberty Square Building (LSB) will revert to weekend operating status levels. At RFK, this will result in the closure of the Visitor Center, Pennsylvania Ave, Constitution Ave, and 9th street entrances at noon today. RFK employees will need to enter/exit the facility at the 10th street gate. At LSB, this will result in the closure of the 5th street entrance, the Visitor Center, and the loading dock. All entry/exit after 12:00 noon today at LSB will have to be through the 6th street entrance.

Please direct questions concerning the operating status of our DC facilities to Mr. Christopher Hartle, ATR Continuity Programs Manager at 202-569-1990 or Christopher.Hartle@usdoj.gov.

Posted on ATR Announcements: January 22, 2016

BlackBerry Tip:

Turning On Out-of-Office Replies from Your BlackBerry

If you forget to turn on your Out-of-Office reply in Outlook before you leave the office, you can use your BlackBerry to turn it on. Similarly, you can use the BlackBerry to turn off your Out-of-Office reply.

To turn on Out-of-Office replies:

1. In the Email application, tap  >  Settings > Email Accounts.
2. Tap your email account.
3. Set the Out of Office Reply switch to On.
4. Type a message in the field.
5. Tap Back.

To turn off Out-of-Office replies:

1. In the BlackBerry Hub, tap  >  Settings > Email Accounts.
2. Tap your email account.
3. Set the Out of Office Reply switch to Off.
4. Tap Back.

To print announcement text only, right-click the announcement text and click Print.

Intermittent Phone Service Issue in San Francisco

Incoming telephone service at the San Francisco office is intermittently experiencing busy signals and static. The San Francisco office is able to make outgoing calls, however, incoming calls are receiving intermittent busy signals. There is no estimate of when the problem will be fixed but the service provider for the circuits has been contacted and is looking into the issue. Please check back to ATRnet for updates.

Posted on ATR Announcements: January 22, 2016

To print announcement text only, right-click the announcement text and click Print.

Dorothy Fountain to Assume Duties of Bob Kramer's Position on an Acting Basis

The Division is pleased to announce that Dorothy Fountain will assume the duties of Bob Kramer's position on an acting basis upon Bob's retirement and until a replacement is chosen. We expect to announce this position on USAJobs shortly. The title of the position will be slightly revised, but the duties will largely remain the same. Please extend warm congratulations and welcome to Dorothy as she assumes these new responsibilities.

Posted on ATR Announcements: January 25, 2016

To print announcement text only, right-click the announcement text and click Print.

DC: ATR Library Open House - February 4

Get over cabin fever and welcome new staff! We'd love to see you—please join us if you can!



[D]

Posted on ATR Announcements: January 28, 2016

To print announcement text only, right-click the announcement text and click Print.

Overview of the EC's Merger Review Process (Videoconference)

February 2, 2016
11:00am – 12:00pm
7222 LSB

(b)(6) head of the EC's merger unit covering energy and environment, will be in DC and will give an overview of the EC's merger review process, starting with a short presentation of how it works and then opening the floor to questions. (b)(6) will be speaking at the FTC's SW Washington office, and we will be connecting by videoconference.

Videoconferencing is available to the New York, Chicago and San Francisco Offices.

Contact [Nancy Jaquish](#) with questions.

Posted on ATR Announcements: January 29, 2016

To print announcement text only, right-click the announcement text and click Print.

Merger Course: Efficiencies

February 3, 2016
12:30-2:00pm
7222 LSB

In this presentation, Matthew Hammond, an attorney in Telecommunications & Media, and Diane Owen, an EAG economist in Competition Policy, will discuss the subject of Efficiencies as it relates to merger analysis. This session is part of the First-Year Training Program, and the five-part merger training program designed for new attorneys and economists. Because of its relevance, we have opened the program to all attorneys and paralegals who would like to attend.

The New York, Chicago, and San Francisco offices can participate by videoconference.

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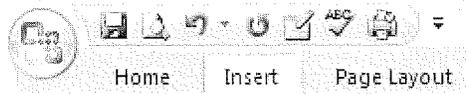
Posted on ATR Announcements: January 29, 2016

Microsoft Word 2007 Tip

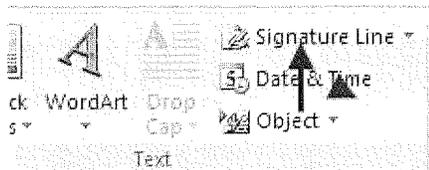
Inserting a Signature Line

You can insert a signature line into the document for the person who must sign it.

1. Click on the location where you want the signature line to appear.
2. Click on the Insert Tab.



3. Click on Signature Line.



4. Fill in the information and click Ok. The signature will appear.

A screenshot of the 'Signature Setup' dialog box in Microsoft Word 2007. The dialog box has a title bar with a question mark and a close button. It contains several text input fields: 'Suggested signer (for example, John Doe):', 'Suggested signer's title (for example, Manager):', and 'Suggested signer's e-mail address:'. Below these fields is a section for 'Instructions to the signer:' with the text 'Before signing this document, verify that the content you are signing is correct.' There are two checkboxes: 'Allow the signer to add comments in the Sign dialog' (unchecked) and 'Show sign date in signature line' (checked). At the bottom of the dialog box are 'OK' and 'Cancel' buttons.

Want to learn more about Word 2007? Sign up for the **Introduction to Word 2007** class. See the [Computer Training Calendar](#) for the schedule of all instructor-led computer training classes.

We hope you found this tip valuable. For further assistance, suggestions for future tips, comments, or to sign up for a class, please call the Centralized HelpDesk at 202-353-ATRH (2874) or e-mail us at [ATR-HelpDesk – Support Requests](#).

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Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

PARALEGAL SPECIALIST

Awilda Hernandez received her Master of Arts Degree from American Military University – Charlestown, WVA and is currently assigned to the New York Office.

SECRETARY

Regina Robinson is currently assigned to the Economic Litigation Section.

VOLUNTEERS



Posted on ATR Announcements: February 1, 2016

To print announcement text only, right-click the announcement text and click Print.

Federal Employees Health Benefits Program - Limited Enrollment Period

The Limited Enrollment Period is now open and will run until February 29, 2016.

This is not an extension of the most recent Benefits Open Season. This Limited Enrollment Period is intended to allow individuals who missed Open Season and want to change their health insurance enrollment coverage from Self and Family to Self Plus One.

The Limited Enrollment Period is only for employees enrolled in Self and Family coverage, and a decrease to Self Plus One coverage is the only enrollment change allowable. Changes will be prospective to the first day of the first pay period following your request.

Changes to plans, options, and any other increase or decrease in coverage besides Self and Family to Self Plus One will not be allowed.

If you have questions regarding this limited enrollment period please contact [Karen Jung](#) or [Elena Morgan](#) e-mail or by phone at (202) 514-2469.

Posted on ATR Announcements: February 1, 2016

To print announcement text only, right-click the announcement text and click Print.

Speech & Publication Clearance Requests

Division Directive 3030.1 and the accompanying Clearance Certification Form have been updated. Clearance requests should be sent to the appropriate Director of Enforcement and to the newly created ATR-FOI-Clearance-Requests mailbox rather than any individual FOIA/PA staff member. Contact the General Counsel's office with any questions.

Posted on ATR Announcements: February 2, 2016

To print announcement text only, right-click the announcement text and click Print.

**DC: MANAGE STRESS TO SAVE LIVES, ONE HEART AT A
TIME**

***WomenHeart Takes Message of Heart Health to the
Workplace***

February 16, 2016

LSB #7222

The ATR Safety & Security Office will be hosting a Healthy Heart Seminar on Tuesday, February 16, 2016 in the Liberty Square Building (LSB) #7222 from 1:00 pm – 3:00 pm. The National Coalition for Women with Heart Disease will bring its heart health educational campaign to LSB during our American Heart Month 2016 campaign. The seminar, WomenHeart@Work, will specifically address stress management in the workplace. Stress is a leading risk factor for heart disease. Many studies show a strong link between chronic job stress and cardiovascular problems such as high blood pressure and heart disease, the later being the leading cause of death in the United States.

The guest speaker will be (b)(6). She is a *WomenHeart Champion* and a heart disease survivor trained as a women's heart health educator and advocate. (b)(6)

(b)(6) WomenHeart@Work provides basic education about heart disease risks, heart attack signs and symptoms and practical ways employees can identify and manage work and life stress to take charge of their heart health. (b)(6) worked for the DOJ for 35 years prior to taking on her new heart health educator role.

(b)(6) ACSM Certified Personal Trainer and ACE Weight Management Specialist, will also speak on fitness and nutrition. The DOJ Health Unit will be providing free blood pressure tests after the guest speakers conclude their remarks.

Please direct questions concerning this event to Mr. Christopher Hartle, ATR Safety and Health Coordinator at 202-598-2971 or Christopher.Hartle@usdoj.gov.

Posted on ATR Announcements: February 2, 2016

To print announcement text only, right-click the announcement text and click Print.

UPDATED

Webinar on ESI in the Criminal Justice System

February 10, 2016
1:00 p.m. - 2:30 p.m
7045 LSB

The Sedona Conference will host its third webinar on the collection and use of electronically stored information (ESI) in criminal cases, from initial investigation through trial. Not surprisingly, given the proliferation of electronic information for good or ill in our society, there have been significant developments in Fourth and Fifth Amendment jurisprudence since the landmark Supreme Court decisions of *Jones* and *Riley*. Courts continue to grapple with issues arising out of the permissible scope of search warrants, the Fifth Amendment privilege against self-incrimination, and on authentication and admissibility of ESI at trial. A circuit split now exists on the applicability of the search warrant requirement to cell phone location information (CSLI). Building on the two webinars The Sedona Conference presented in 2015, a distinguished faculty will discuss the relevant statutes, case law, and law enforcement policies, and provide practical tips on investigation, prosecution, and defense.

Topics covered:

- The Fourth Amendment and the "reasonable expectation of privacy" in our digital world
- *Jones, Riley*, and beyond -- what does Supreme Court jurisprudence suggest about the warrant requirement and cell phone tracking
- Surveillance and collection of evidence from social media
- *Ex ante* conditions on search warrants
- The Fifth Amendment and compelled decryption of devices
- Authentication, admissibility, and testimony about ESI

Moderated by:

Ronald J. Hedges, Ronald J. Hedges LLC, Hackensack, NJ

Panelists:

Donna Elm, Federal Defender's Office, Tampa, FL
Deborah A. Freier, Assistant Prosecutor, Essex County, NJ
Janet Levine, Crowell & Moring, Los Angeles, CA
Hon. Anthony Porcelli, United States Magistrate Judge, Tampa, FL
Daniel Shapiro, Assistant U.S. Attorney, Newark, NJ
Kenneth J. Withers, The Sedona Conference, Phoenix, AZ

Posted on ATR Announcements: February 10, 2016

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

TRIAL ATTORNEYS

Christina J. Brown received her JD from the University of California, Berkeley School of Law – Berkeley, CA and is assigned to the Washington Criminal II Section.

Brendan D. O’Shea received his JD from the Boston College Law School – Newton, MA and is assigned to the Washington Criminal I Section.

Posted on ATR Announcements: February 2, 2016

To print announcement text only, right-click the announcement text and click Print.

DC: "A Conversation with (b)(6)" – Civil Rights Activist

The Justice Management Division (JMD) Equal Employment Opportunity Staff (EEOS) and the DOJ Association of Black Attorneys (DOJABA) invite employees in the Washington, D.C. metro area to participate in "A Conversation with (b)(6)". The program will occur from **12:00 noon – 1:00 p.m., Wednesday, February 17, 2016, in Conference Room LL100 (Lower Level), Liberty Square Building.** (b)(6) will discuss her life's work and participation in key events and organizations during the civil rights movement and beyond. For more information about (b)(6)

(b)(6)

This program is one of several that will be conducted throughout the Department in observance of the 2016 African American (Black) History Month.

Please contact Sylvia Price, Departmental Black Affairs Program Manager, JMD EEOS at Sylvia.Price@usdoj.gov for additional information. To request assistive listening devices or reasonable accommodations, please contact the Federal Relay at 1-800-877-8339 or Carlton M. Coleman, Departmental Disability Employment Program Manager, JMD EEOS, at (202) 616-4813 or via email at carlton.m.coleman@usdoj.gov at least five business days prior to the program.

This program qualifies as diversity training; thus DOJ employees should consider attending to satisfy Departmental or Component diversity training requirements. **Employees who wish to receive credit for attending should follow the instructions below.** For general questions about satisfying the diversity training requirement, please contact your Component's Training Office or EEO Office.

1). DOJ employees who would like to attend the program and receive diversity training credit must first register via learnDOJ ([click here to register](#)) and must also sign-in at the event site, prior to the start of the program. If employees do not register on learnDOJ and sign-in onsite, they will not receive credit. For information on how to access learnDOJ or for questions or access concerns, please contact your Component learnDOJ Training Coordinator or your Component's Help Desk.

Managers are encouraged to grant employees reasonable official time to attend. Your participation in these programs will help facilitate increased awareness about all segments of the Department's workforce, and the benefits of diversity and inclusion to the Justice mission.

Posted on ATR Announcements: February 3, 2016

To print announcement text only, right-click the announcement text and click Print.

DC: (b)(6) National Association for the Advancement of Colored People Keynote Speaker for the 2016 DOJ African American (Black) History Month Observance Program

The Department of Justice will hold its 2016 African American (Black) History Month Observance Program at **11:00 a.m., Tuesday, February 23, 2016, in the Great Hall of the Robert F. Kennedy Main Justice Building.** It will be broadcast live via the Justice Television Network (JTN). This year's National theme is "*Hallowed Grounds: Sites of African American Memories.*" During the program, DOJ employees will hear from Departmental senior leaders and the program's keynote speaker, (b)(6) (b)(6) National Association for the Advancement of Colored People (NAACP), (b)(6) (b)(6) NAACP, which is the Nation's oldest and largest grassroots-based civil rights organization. To (b)(6) (b)(6)

Please contact Sylvia Price, Departmental Black Affairs Program Manager, Justice Management Division (JMD) Equal Employment Opportunity Staff (EEOS), via email at sylvia.price@usdoj.gov for additional information. To request assistive listening devices or reasonable accommodations, please contact the Federal Relay at 1-800-877-8339 or Carlton M. Coleman, Departmental Disability Employment Program Manager, JMD EEOS, at (202) 616-4813 or via email at carlton.m.coleman@usdoj.gov (requests should be made at least five business days in advance of the program).

Departmental Special Observance Programs qualify as diversity training; thus DOJ employees should consider attending these programs to satisfy Departmental or Component diversity training requirements by viewing these programs in person or viewing them via JTN. Employees who wish to receive credit for attending these programs should follow the instructions below. For general questions about satisfying the diversity training requirement, please contact your Component's Training Office or EEO Office.

- 1). DOJ employees who would like to attend the program in the Great Hall and receive diversity training credit must first register via learnDOJ ([click here to register](#)) and must also sign-in at the Great Hall prior to the start of the program. If employees do not register on learnDOJ and sign-in onsite, they will not receive credit. For information on how to access learnDOJ or for questions or access concerns, please contact your Component learnDOJ Training Coordinator or your Component's Help Desk.
- 2). DOJ employees who view the program on JTN: If you are an employee of EOUSA, a USAO or one of the Litigating Divisions, you should use the

corresponding "I watched" item in the OLE Catalog to have your participation recorded in your Learning History on learnDOJ. All other learnDOJ users must have their supervisor validate, via e-mail or memo, their viewing of the program. Employees must then share this information with their Component's Training Officer, who will record their participation in the learning management system.

Managers are encouraged to grant employees reasonable official time to attend or to view the program on JTN. Your participation in these programs will help facilitate increased awareness about all segments of the Department's workforce, and the benefits of diversity and inclusion to the Justice mission.

Posted on ATR Announcements: February 3, 2016

To print announcement text only, right-click the announcement text and click Print.

Merger Course: Entry and Failing Firm

February 10, 2016
12:30 – 2:00pm
7222 LSB

In this presentation, Justin Dempsey, an attorney in Litigation 3, and Tor Winston, an EAG economist, will discuss the subject of Entry and Failing Firm as it relates to merger analysis. This session is part of the First-Year Training Program and is part of a five-part merger training program designed for new attorneys and economists. Because of its relevance, we have opened the program to all attorneys and paralegals who would like to attend.

The New York, Chicago, and San Francisco offices can participate by videoconference.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: February 4, 2016

To print announcement text only, right-click the announcement text and click Print.

Memorandum to All Dept. Employees: Updated Off-Duty Conduct and Ethics Handbook for Off-Duty Conduct

On October 7, 2015, I issued a Memorandum and Handbook regarding Department policies and practices relating to off-duty conduct. The Memorandum and Handbook cited the General Principles of Ethical Conduct and Executive Order 12731, on which the Standards of Conduct are partially based and which are codified at 5 CFR 2635.101. Subsequently, it came to our attention that Executive Order 12731, which was issued in 1990, unfortunately has not been directly updated to reflect further advances in equal opportunity and express prohibitions against discrimination on the basis of sexual orientation and gender identity, such as those expressed in Executive Orders 13087 (1998) and 13672 (2014). Thus, by accurately quoting the applicable Executive Order and regulation supporting the Standards of Conduct in the Memorandum and Handbook, we inaccurately described the protections now afforded to all employees. Because all DOJ employees are also bound by those subsequent Orders, as well as by DOJ's EEO policy, which clearly prohibit discrimination on the basis of sexual orientation and gender identity, I have amended the Memorandum and handbook to reflect these additional authorities. The Departmental Ethics Office has updated the Handbook further to reflect important guidance regarding on-duty conduct, as well.

The revised Memorandum is attached and the Handbook is available at <http://www.justice.gov/jmd/ethics-handbook>.

Lee Lofthus

Posted on ATR Announcements: February 5, 2016

To print announcement text only, right-click the announcement text and click Print.

February Library Training

The Antitrust and DOJ Libraries' February training schedule is now available.

- Public Records Resources Online class is especially useful for Antitrust staff.
- Legal Research Series is being held *online* – a great opportunity for the field offices! You must register in advance to get the link from the instructor.

All other classes are located in downtown DC, and can be made available to any office by contacting Bridget Gilhool. Contact Library staff if you have questions.

Lexis and Westlaw Training

ISSG hosts frequent computer training sessions. Contact ATR-Trainer to register. The Lexis Certificate of Mastery program will begin on February 25.

The Patrick Henry Library (across 6th Street from LSB) hosts frequent Lexis and Westlaw trainings. CLE credit may be available.

Westlaw provides several online training modules. Lexis also offers CLE credit for some online training.

Posted on ATR Announcements: February 8, 2016

To print announcement text only, right-click the announcement text and click Print.

Retirement Planning Seminars

The Antitrust Division encourages employees to attend retirement training several times during their government career, and the Division will pay for two such courses. Employees within 15 years of retirement eligibility are encouraged to attend a mid-career retirement planning seminar. Employees who are eligible to retire in less than 10 years are encouraged to attend a pre-retirement planning seminar.

Please see below for a list of some available seminars:

GS Graduate School:

- Mid-Career Retirement Planning (For employees covered by the Federal Employees Retirement System (FERS) who anticipate retiring in approximately 15 years)
- Pre-Retirement Planning (For CSRS employees and FERS employees who anticipate retiring in less than 10 years)

National Institute of Transition Planning (NITP) in conjunction with Management Concepts offers a 3 day, Pre-Retirement course for employees who anticipate retiring within 10 years.

- Retirement Planning for Federal Employees (When selecting a course, please choose the retirement system that is right for you, FERS or CSRS, after the Class ID number)

Spouses are welcome to attend the GS Graduate School seminar at no charge to the Division or employee. Employees, whose spouse attends the NITP/Management Concepts seminar, are responsible for contacting NITP/Management Concepts and paying the spouse's registration fee, which is \$100 per seminar.

To sign up for a particular class offering, please log onto learnDOJ and complete an external training request (SF-182). For those signing up for a GS Graduate School class, please indicate on the form if your spouse will be attending the seminar with you. Questions about learnDOJ can be directed through the Training Coordinator in your office.

Lifecare also offers Seminars and Counseling.

You may check with LifeCare at or at (800) 873-4636, 24 hours a day, seven days a week.

- Screen Name: antitrust
- Password: antitrust

If you have questions about retirement please contact Karen Jung or at (202) 514-2469.

Posted on ATR Announcements: February 8, 2016



U.S. Department of Justice

Washington, D.C. 20530

MEMORANDUM FOR ALL DEPARTMENT EMPLOYEES

FEB 8 2016

TO: All Department Employees

FROM: *for* Lee J. Lofthus *Michael H. Allen*
Assistant Attorney General for Administration

SUBJECT: Federal Tax Compliance Responsibilities – Corrected Dates

The overwhelming majority of Department of Justice employees pay their taxes each year. Unfortunately, some do not. Accordingly, this is a friendly reminder of our responsibility to properly meet our tax obligations. We have a duty and a responsibility to pay our federal taxes, and do so in a timely manner.

The Standards of Ethical Conduct for Employees of the Executive Branch state that “*Employees shall satisfy in good faith their obligations as citizens, including all just financial obligations, especially those—such as Federal, State, or local taxes—that are imposed by law.*” 5 C.F.R. § 2635.101 (see Subpart A - Basic obligation of public service)

While the filing deadline is April 18, 2016, or April 19 in Maine and Massachusetts, employees may obtain an extension to file under applicable Internal Revenue Service (IRS) rules. Each of us is responsible for ensuring that our returns are filed properly and timely, even if someone else prepares them. The Internal Revenue service (IRS) is prepared to assist in meeting your tax obligations. Call toll-free at 1-800-829-1040 or visit www.irs.gov for assistance.

Thank you for your cooperation.

To print announcement text only, right-click the announcement text and click Print.

JTN: PRAO: Filter Teams and the Rules of Professional Conduct

February 17, 2016

3:00 – 4:20 pm

7224 LSB (not in the large room – 7222)

In this training, Ann Brickley and Justin Leavitt, Attorney Advisors at the Professional Responsibility Advisory Office, along with Scott Asphaug, Executive Assistant for the United States Attorney in the District of Oregon, discuss the use of filter teams and the Rules of Professional Conduct. This presentation includes analysis of ABA Model Rules 1.6, 3.3, 3.8(d), 4.2, and 4.4, among others. This training is designed for beginning litigators and as a refresher for more experienced litigators.

Ethics credits will be given for this program for DC-based participants who take the course in room 7224 LSB.

The Chicago, New York and San Francisco offices can participate by videoconference to obtain CLE credit. Contact the designated CLE Training Representative in your office.

Interested staff may view this program through videos-on-demand in LearnDOJ when it becomes available, though CLE credits will not be earned.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: February 9, 2016

To print announcement text only, right-click the announcement text and click Print.

Merger Course: Unilateral Effects

February 18, 2016
12:30 - 2:00pm
7222 LSB

In this presentation, Karl Knutsen, an attorney in Litigation I, and Jenny Shanefelter, an economist in Economic Litigation, EAG, will discuss the subject of Unilateral Effects as it relates to merger analysis. This session is part of the First-Year Training Program, and the five-part merger training program designed for new attorneys and economists. Because of its relevance, we have opened the program to all attorneys and paralegals who would like to attend.

The New York, Chicago, and San Francisco offices can participate by videoconference.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: February 9, 2016

To print announcement text only, right-click the announcement text and click Print.

DOJ E-Discovery Brownbag: Ethics Handbook for Off Duty Conduct

February 17, 2016
12:00 – 1:00pm
7656 Bicentennial Building or by Webinar

Last year, JMD's Ethics Office published an Ethics Handbook for Off-Duty Conduct. Janice Rodgers, from PRAO, will conduct this brown bag to discuss the handbook.

Goto Training registration for the Webinar.

Those who prefer to go to the Bicentennial Building do not need to register in advance.

Contact Nancy Jaquish with questions.

Posted on ATR Announcements: February 9, 2016

To print announcement text only, right-click the announcement text and click Print.

Vacancy: Deputy Ethics Officer, Antitrust Division

The Antitrust Division is soliciting applicants for an attorney to work with our existing Ethics Officer and serve as the Division's Deputy Ethics Officer. This is a GS-15 position located in the Division's Office of Operations in Washington, DC.

The ideal candidate for this position will:

- Be a senior attorney with the Antitrust Division;
- Have deep Division experience on antitrust matters – prior ethics experience is not required; and,
- Have good judgment and a firm understanding of Department of Justice and Antitrust Division missions.

Duties of the position include advising all Division personnel on ethics matters and coordinating and consulting directly with Department personnel. Responsibilities also include providing day-to-day ethics advice, counseling, training, reporting for current, former and prospective employees, and the review of financial disclosure submissions. Decisions in ethics matters are often made in the context of largely unprecedented issues, ambiguous and complex conditions, and uncertainty resulting from gaps in laws, regulations, or policies being enforced. These matters involve highly confidential and sensitive information and require expertise, discretion, good judgment, and the ability to give forthright advice.

APPLICATION PROCESS:

Candidates must currently be employed as an attorney in the Antitrust Division at grade GS-15 and have worked as a Division attorney for at least two years.

Interested Division attorneys must submit a resume and a short statement, not exceeding one page, explaining why you would be the best person for this position. The resume and statement must be sent via electronic mail to Marvin Tyler, of the Personnel Staff, **not later than COB, Tuesday, February 23.**

Relocation expenses will be paid, with a required commitment of one year of service with the Division in the selected location.

Questions on the responsibilities of the Division's Deputy Ethics Officer should be directed to Dorothy Fountain via email or on 202-514-3543.

Posted on ATR Announcements: February 9, 2016

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

TRIAL ATTORNEY

Samson Asiyambi received his JD from the University of California, Berkeley School of Law – Berkeley, CA and is assigned to the Washington Criminal I Section.

PARALEGAL SPECIALIST

Catherine Tierney received her Bachelor of Science Degree from the University of Maryland, College Park – College Park, MD and is assigned to the Paralegal Unit.

TELECOMMUNICATIONS SPECIALIST

Anthony Kelly received his Associate's Degree from Fayetteville Technical Community College – Fayetteville, NC and is assigned to ISSG, Office Automation Staff.

IT SPECIALIST

Michael von Isenger received his Bachelor's Degree from DePaul University – Chicago, IL and is assigned to the Chicago Office.

Posted on ATR Announcements: February 10, 2016

To print announcement text only, right-click the announcement text and click Print.

UPDATED

Webinar on ESI in the Criminal Justice System

February 10, 2016
1:00 p.m. - 2:30 p.m
7045 LSB

The Sedona Conference will host its third webinar on the collection and use of electronically stored information (ESI) in criminal cases, from initial investigation through trial. Not surprisingly, given the proliferation of electronic information for good or ill in our society, there have been significant developments in Fourth and Fifth Amendment jurisprudence since the landmark Supreme Court decisions of *Jones* and *Riley*. Courts continue to grapple with issues arising out of the permissible scope of search warrants, the Fifth Amendment privilege against self-incrimination, and on authentication and admissibility of ESI at trial. A circuit split now exists on the applicability of the search warrant requirement to cell phone location information (CSLI). Building on the two webinars The Sedona Conference presented in 2015, a distinguished faculty will discuss the relevant statutes, case law, and law enforcement policies, and provide practical tips on investigation, prosecution, and defense.

Topics covered:

- The Fourth Amendment and the "reasonable expectation of privacy" in our digital world
- *Jones*, *Riley*, and beyond -- what does Supreme Court jurisprudence suggest about the warrant requirement and cell phone tracking
- Surveillance and collection of evidence from social media
- *Ex ante* conditions on search warrants
- The Fifth Amendment and compelled decryption of devices
- Authentication, admissibility, and testimony about ESI

Moderated by:

Ronald J. Hedges, Ronald J. Hedges LLC, Hackensack, NJ

Panelists:

Donna Elm, Federal Defender's Office, Tampa, FL
Deborah A. Freier, Assistant Prosecutor, Essex County, NJ
Janet Levine, Crowell & Moring, Los Angeles, CA
Hon. Anthony Porcelli, United States Magistrate Judge, Tampa, FL
Daniel Shapiro, Assistant U.S. Attorney, Newark, NJ
Kenneth J. Withers, The Sedona Conference, Phoenix, AZ

Posted on ATR Announcements: February 10, 2016

To print announcement text only, right-click the announcement text and click Print.

Final Reminder: Restoration of Forfeited Annual Leave for Leave Year 2015

Below are the procedures for requesting restoration of forfeited annual leave from the 2015 leave year. Restoration of annual leave is a financial transaction, and the controls and sanctions relating to appropriate handling and responsibility for Government funds apply.

How to Submit a Request for Restoration of Leave

You must submit a request for restoration of forfeited annual leave using the DOJ-364 Request for Restoration of Forfeited Annual Leave form. You must attach the following documentation to the request form:

1. **Request for Leave.** To be eligible for restoration, annual leave must have been scheduled and approved by **November 28, 2015**.
 - a. You may submit the email notification or a print out of the task list from webTA that shows the date the leave was approved by an official having authority to approve leave, amount of leave scheduled for use, and dates on which the leave was scheduled; **or**
 - b. You may submit a memorandum to you from your supervisor that indicates the date the leave was approved, amount of leave scheduled for use, and the dates on which the leave was scheduled.
2. **Cancellation of Leave.**
 - a. You may submit the email notification or a print out of the task list from webTA that indicates the supervisor's specific reason(s) for denying the approved annual leave, the amount, dates, and must be dated prior to the time that canceled leave was scheduled to begin; **or**
 - b. You may submit a memorandum to you from the supervisor that indicates the supervisor's specific reason(s) for canceling approved annual leave, the amount/dates, and must be dated prior to the time that canceled leave was scheduled to begin.
3. **Documentation.** Showing attempts to reschedule the canceled annual leave. This should include the dates and amount of leave rescheduled. In addition, documentation must be provided showing any rescheduled annual leave that subsequently was canceled.
4. **Sick Leave Substitution (if applicable).** As an alternative to the documents listed in numbers 2 and 3 above, if a period of sickness or other justified use of sick leave occurred during the scheduled period of annual leave, a T&A showing approved sick leave may be submitted to document the need for annual leave to be restored. If the

period of sickness was for three work days or longer, a doctor's certificate also is required.

5. **Time and Attendance Reports** covering the entire period from the date on which annual leave was to have commenced or was first interrupted by a period of work exigency, through Pay Period 26 (ending January 9, 2016). Copies of Time and Attendance Reports for Pay Periods 25 and 26 must be submitted.

Time Ineligible for Restoration

The use of annual leave or leave without pay after cancellation of scheduled annual leave (unless covered by a separate period of "annual leave scheduled and approved before the deadline") is considered to be rescheduled and used annual leave, or as time available for annual leave usage. Annual leave cannot be restored for these periods and is subtracted from time eligible for restoration.

Annual leave forfeited as a result of excused absence (commonly referred to as administrative leave, furlough, compensatory time off, or holidays (i.e. half-day on December 24, 2015, December 25, 2015 and January 1, 2016) also cannot be restored.

Deadline for Submitting a Request

All requests for restoration of annual leave forfeited at the end of the 2015 leave year should be sent by email to [Elena Morgan](mailto:Elena.Morgan@atrnet.gov) or mail to Liberty Square Building, 450 Fifth Street, NW, Room 3115 Washington, DC, 20530 no later than **Friday, February 19, 2016**. Any request submitted without the appropriate documentation will be returned for completion. Please note that submission of a request for restoration of forfeited annual leave is primarily your responsibility as the requesting employee and not that of your timekeeper or secretary. If, due to continuing heavy workload, you will be unable to complete your request by the deadline, please seek counsel from Elena Morgan promptly.

If you have any questions, please contact Elena by [electronic mail](mailto:Elena.Morgan@atrnet.gov) or on (202) 353-8224.

Posted on ATR Announcements: February 11, 2016

To print announcement text only, right-click the announcement text and click Print.

Update to Intellectual Property Guidance for Presentations

The Legal Policy Section has updated the Division's Respecting Copyrights and Trademarks: Rules of the Road for Antitrust Division Digital Presentations (or "You Mean to Tell Me I Can't Use That?!?), which provides comprehensive guidance about images and video and audio clips that can be used in presentations made outside of the Department. Materials presented outside of the Department should respect the intellectual property rights of others. It is the author's responsibility to ensure that presentation materials satisfy this obligation. The guide contains an extensive list of resources to find images in the public domain. It is an appendix to Division Directive 3030.1, which details how to obtain clearance for outside speeches and publications. Questions about the Clearance Process should be directed to the General Counsel's office.

Posted on ATR Announcements: February 11, 2016

To print announcement text only, right-click the announcement text and click Print.

Nominations for Attorney General's Awards Deadline: February 26, 2016

The Division is soliciting nominations from all Division staff (including attorneys, economists, paralegals, and support team members) for the 64th Annual Attorney General's Awards. The Attorney General's Awards are strictly honorary with no monetary recognition for recipients. A description of the awards and nomination criteria are attached.

To recommend a Division employee (or group, where applicable) for an Attorney General's Award, please email:

- your recommended nominee name(s),
- identification of the award, and
- a paragraph outlining why you are nominating the person (or group).

The email should be sent to Karen Jung on the Division's Personnel Staff **by not later than Friday, February 26, 2016**.

Division-level nominations will be selected for submission to the Department and will require more comprehensive award write-ups.

Nominations should be for accomplishments at the highest level. Per the Department, group nominations must be limited to 15 total nominees and no exceptions will be made.

With limited exception, nominations based on a specific matter or case should be submitted only for completed matters, not for individuals or teams whose accomplishments are pending final action or involve pending legal action, including appeals.

Contractors, retirees, and former employees are not eligible for nomination. Non-Career SES and Schedule C employees are prohibited from receiving awards during a Presidential election period.

If you have any questions, contact Karen Jung via electronic mail or on (202) 514-8885.

Posted on ATR Announcements: February 11, 2016

BlackBerry Tip:

Fun with AutoText (or Why Does the BlackBerry Change the Text That I'm Typing?)

AutoText is designed to replace specific text that you type with preloaded AutoText entries. If you type text that can be replaced with an AutoText entry, the text changes after you press the **Space** key.

For example, if you type **hte**, AutoText changes it to **the**. Or, if you type contractions like **dont** or **ive** without the apostrophe or correct capitalization (or both), AutoText automatically adds the apostrophe and capital letter: **don't** and **I've**.

Sometimes, you may not want AutoText to replace the text that you've typed. For example, if you're trying to type the name **Mo**, AutoText replaces **Mo** with **Month**. In this situation, you may want to delete the AutoText entry.

Turn on spell check

1. On the home screen, swipe down from the top of the screen.
2. Tap  Settings > Language and Input > Spell Check.
3. Set the Spell Check switch to On.

Accept spelling suggestions

If spell check is turned on, spelling mistakes are underlined in red as you type.

Tap the underlined word.

- To accept a spelling suggestion, tap the suggested word.
- To add the word to your personal dictionary, tap Add to Dictionary.

Change spell check settings

You can change spell check settings, such as whether to check the spelling of acronyms, whether to correct the casing of words, and so on.

1. On the home screen, swipe down from the top of the screen.
2. Tap  Settings > Language and Input > Spell Check.
3. Tap the settings that you want to change.

Edit your personal dictionary

When you use spell check you can add words that are marked as incorrect to a custom dictionary on your BlackBerry device so that spell check recognizes them as being correct. The words that you add to your personal dictionary can be edited at any time.

1. On the home screen, swipe down from the top of the screen.
2. Tap  Settings > Language and Input > Spell Check > Edit Personal Dictionary.
 - To add a new word to your personal dictionary, tap .
 - To edit a word that's already in your personal dictionary, tap the word.
 - To delete a word from your personal dictionary, tap . Tap  next to the word that you want to delete.

To print announcement text only, right-click the announcement text and click Print.

DC: (b)(6)
(b)(6) **Obergefell v. Hodges**

(b)(6)

(b)(6) Ohio's ban on marriage between same-sex couples. In June 2015, the Supreme Court's decision in ***Obergefell v Hodges*** established that the fundamental right to marry is guaranteed to same-sex couples by the United States Constitution. ***On Thursday, February 25, 2016, from 12:00 noon – 1:00 p.m., in the DOJ Conference Center (Room 7411), RFK Main Justice,*** (b)(6)

(b)(6)

(b)(6) *Deputy Attorney General Sally Quillian Yates* (b)(6) DOJ Pride (the association of lesbian, gay, bisexual and transgender employees of the Department, and their allies), JMD Equal Employment Opportunity Staff, and the diversity committees of the Antitrust Division, the Civil Division, and the Civil Rights Division invite DOJ employees to hear about his remarkable journey for marriage equality.

To request assistive listening devices or reasonable accommodations, please contact the Federal Relay at 1-800-877-8339 or Carlton M. Coleman, Departmental Disability Employment Program Manager, JMD EEOS, at (202) 616-4813 or via email at carlton.m.coleman@usdoj.gov (requests should be made at least five business days in advance of the program). Employees who would like to listen via telephone, please contact John Elias via email at john.elias3@usdoj.gov.

Posted on ATR Announcements: February 16, 2016

To print announcement text only, right-click the announcement text and click Print.

Vacancy: Administrative Support Specialist - Office of Operations

Candidates are solicited for the position of Administrative Support Specialist, GS-0301-12 in the Office of Operations. The incumbent serves as an administrative support specialist that provides assistance to the Directors of Enforcement and Deputy Assistant Attorney Generals (DAAG). The incumbent will perform some of the most exacting, responsible, confidential and difficult administrative staff duties in the Division and perform special projects assigned by the Directors, DAAGs or the Assistant Attorney General. Duties encompass such varied functions at the highest levels within the Division. A high degree of discretion is required in the communications required of the position. The successful applicant will perform the following duties:

- Gather, interpret, analyze, and record information necessary for reports.
- Write correspondence, reports, or other documents outlining facts and issues.
- Independently performs administrative management functions that service and fulfill a number of organizational requirements.
- Research, analyze, and edit speeches and works closely with speech writers to get speeches ready for delivery by AAG and staff.
- Gather historical and statistical data for preparation of speeches and written documents.
- Conduct research on a variety of documents in order to gather, correlate, analyze, determine and recommend solutions to resolve internal management and improve efficiency.
- Act as liaison between the supervisory officials and subordinates, informing them of key events, scheduling briefings, etc.
- Serve as a liaison contact for supervisory officials relaying information from the offices in other Divisions and agencies, the White House, Congress, private firms and individuals, etc.
- Maintains awareness of current and past Departmental issues and brings to their attention data or information that may have significant impact or proposes conflicts with stated Department policies or procedures.
- Conduct policy analyses and research of current administrative best practices and trends, and prepare briefing papers for review.
- Facilitate and monitor the dissemination of sensitive information and documentation and alert management regarding issues that impact the Division.

Relocation expenses are not authorized.

All eligible Antitrust Division employees who wish to be considered for this position are encouraged to apply to the vacancy announcement located at: <https://www.usajobs.gov/GetJob/ViewDetails/429511000>. The application deadline is February 25, 2016.

Posted on ATR Announcements: February 16, 2016

To print announcement text only, right-click the announcement text and click Print.

UPDATED

MANAGE STRESS TO SAVE LIVES, ONE HEART AT A TIME

WomenHeart takes message of heart health to the workplace

February 29, 2016

1:00-3:00pm

LSB #7222

The ATR Safety & Security Office will be hosting a Healthy Heart Seminar on **Monday, February 29, 2016** in the Liberty Square Building (LSB) #7222 from 1:00 pm – 3:00 pm. The National Coalition for Women with Heart Disease will bring its heart health educational campaign to LSB during our American Heart Month 2016 campaign. The seminar, *WomenHeart@Work*, will specifically address stress management in the workplace. Stress is a leading risk factor for heart disease. Many studies show a strong link between chronic job stress and cardiovascular problems such as high blood pressure and heart disease, the later being the leading cause of death in the United States.

The guest speaker will be (b)(6). She is a *WomenHeart Champion* and a heart disease survivor trained as a women's heart health educator and advocate. (b)(6)

(b)(6) *WomenHeart@Work* provides basic education about heart disease risks, heart attack signs and symptoms and practical ways employees can identify and manage work and life stress to take charge of their heart health. (b)(6) worked for the DOJ for 35 years prior to taking on her new heart health educator role.

(b)(6) ACSM Certified Personal Trainer and ACE Weight Management Specialist, will also speak on fitness and nutrition. The DOJ Health Unit will be providing free blood pressure tests after the guest speakers conclude their remarks.

Please direct questions concerning this event to Mr. Christopher Hartle, ATR Safety and Health Coordinator at 202-598-2971 or Christopher.Hartle@usdoj.gov.

Posted on ATR Announcements: February 16, 2016

To print announcement text only, right-click the announcement text and click Print.

Intermittent Phone Service Issue in San Francisco

Incoming telephone service at the San Francisco office is intermittently experiencing busy signals and static. The San Francisco office is able to make outgoing calls, however, incoming calls are receiving intermittent busy signals. There is no estimate of when the problem will be fixed but the service provider for the circuits has been contacted and is looking into the issue. Please check back to ATRnet for updates.

Posted on ATR Announcements: February 17, 2016

To print announcement text only, right-click the announcement text and click Print.

JTN: E-Discovery 2015 Amendments to the Federal Rules of Civil Procedure

February 24, 2016
2:00–3:00 p.m. EDT
7222 LSB

Christopher Belen and Allison Stanton, senior attorneys specializing in e-discovery from the Civil Division, present this topic on E-Discovery–New Rules Update. This lecture discusses important new changes to the federal rules scheduled that went into effect December 1, 2015. This lecture was recorded at the NAC in July 2015.

Credit of 1 hour (no ethics) will be given for this program for DC-based participants who take the course in room 7222 LSB.

The New York, Chicago and San Francisco offices can participate by videoconference to obtain CLE credit. Contact the designated CLE Training Representative in your office.

Interested staff may view this program through videos-on-demand in LearnDOJ, though CLE credits will not be earned.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

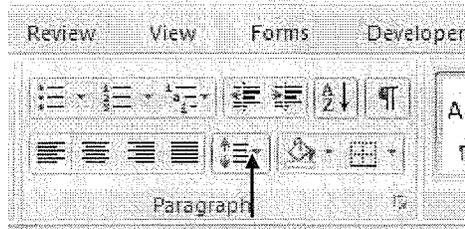
Posted on ATR Announcements: February 19, 2016

Microsoft Word 2007 Tip

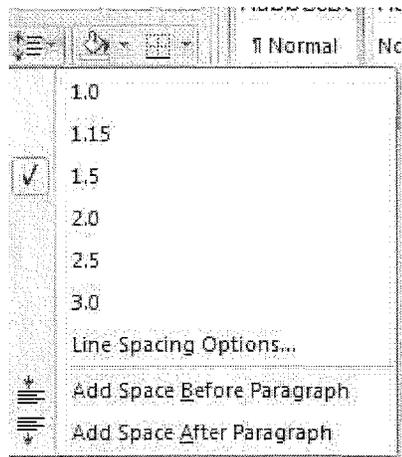
Adjusting Document Line Spacing

The line spacing default is 1.5 you can change the line spacing between text when working in a document.

1. Go to the Paragraph Ribbon and click on the line spacing drop down tab.



2. Select the spacing you want and the dialogue box will close. The spacing has been changed to your selection.



Want to learn more about Word 2007? Sign up for the **Introduction to Word 2007** class. See the [Computer Training Calendar](#) for the schedule of all instructor-led computer training classes.

We hope you found this tip valuable. For further assistance, suggestions for future tips, comments, or to sign up for a class, please call the Centralized HelpDesk at 202-353-ATRH (2874) or e-mail us at [ATR-HelpDesk – Support Requests](#).

To print announcement text only, right-click the announcement text and click Print.

FY16 Required Annual DOJ Cybersecurity Awareness Training (CSAT)

Federal security regulations require that all Federal Government employees and contractors complete Cybersecurity Awareness Training. To facilitate compliance, the Department of Justice (DOJ) has developed a web-based CSAT course which must be completed by all employees and contractors.

The web-based CSAT 2016 Course is accessible through learnDOJ at learndoj.gov. Antitrust (ATR) employees and contractors will have until March 31, 2016 to complete the course, accept the Rules of Behavior (ROB), and complete the Survey. Logon to your account on the LearnDOJ website and click on the "DOJ Cybersecurity Awareness Training (CSAT-2016)" course under your "To-Do List" items. Click the "Accept" button once you have read the awareness training, agree to the ROB, and take the survey to complete CSAT.

If you have difficulty accessing the learnDOJ course, please contact the ATR Help Desk at 202-353-ATRH (2874).

Thank you in advance for completing this required course.

Posted on ATR Announcements: February 22, 2016

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

FINANCIAL ANALYST

John Griffin received his Master of Business Administration from the University of Pennsylvania -Wharton School, Philadelphia, PA and is assigned to the Economic Analysis Group.

Posted on ATR Announcements: February 23, 2016

To print announcement text only, right-click the announcement text and click Print.

Nominations for Attorney General's Volunteer Awards - Deadline March 8, 2016 -

The Department is soliciting nominations for two volunteer awards.

- **Volunteer Award for Community Service** – Presented for exemplary community service efforts by employees of a Department Component, office or multi-Component volunteer project.
- **Citizen Volunteer Service Award** – Presented to civilian volunteers who assist the Department in serving the public interest.

If you would like to recommend a Department of Justice employee (for the Volunteer Award for Community Service) or private citizen (for the Citizen Volunteer Service Award), please send an email with your recommended nominee and a paragraph outlining why you are nominating the person to Andria Starks on the Division's Personnel Staff by **Tuesday, March 8, 2016**. If your recommended nominee is selected as a Division nominee, you will be asked to assist in preparing the nomination package (consisting of a description of the volunteer service, justification explaining why the individual should receive recognition and synopsis of the recommendation fully outlining the outstanding achievements).

Recipients will be honored at the Annual Attorney General's Volunteer Awards Ceremony held in early June 2016. In addition to recognizing award recipients, the Department will present awards to Components for their continued support and participation in the annual Combined Federal Campaign. The Annual Attorney General's Volunteer Awards Ceremony is a wonderful reminder about the importance of volunteering and the positive impact that our volunteer efforts can have on those in need.

If you have any questions, please contact Andria via electronic mail or on (202) 532-4717.

Posted on ATR Announcements: February 23, 2016

To print announcement text only, right-click the announcement text and click Print.

**ATR Safety & Health Seminars
March 2, 2016
LSB #7222**

The ATR Safety & Security Office will be hosting Safety & Health Seminars on Wednesday, March 2, 2016 in the Liberty Square Building (LSB) #7222 from 1:00 pm – 3:30 pm.

- 1:00 pm – Ms. Mindy Cosner, DOJ Safety and Health Program
2:00 pm Manager, will provide training on **“Ergonomics and the CAP program”**.
- 2:00 pm – (b)(6) ACSM Certified Personal Trainer and
2:30pm ACE Weight Management Specialist, will speak on general fitness and nutrition.
- 2:30 pm – Ms. Mindy Cosner, DOJ Safety and Health Program
3:30 pm Manager, will provide training on **Asbestos Management and Housekeeping”**.

Please plan to attend these short seminars if your schedules permit. The DOJ Health Unit will be providing free blood pressure checks in LSB #7222A from 1:30 pm – 3:30 pm. The seminars will be broadcasted to Chicago, New York and San Francisco via video-conference. Please direct questions concerning this event to Mr. Christopher Hartle, ATR Safety and Health Coordinator at 202-598-2971 or Christopher.Hartle@usdoj.gov .

Posted on ATR Announcements: February 24, 2016

To print announcement text only, right-click the announcement text and click Print.

Federal Employees Health Benefits Program Limited Enrollment Period - Deadline: February 29, 2016

The Limited Enrollment Period is now open and will run until February 29, 2016.

This is not an extension of the most recent Benefits Open Season. This Limited Enrollment Period is intended to allow individuals who missed Open Season and want to change their health insurance enrollment coverage from Self and Family to Self Plus One.

The Limited Enrollment Period is only for employees enrolled in Self and Family coverage, and a decrease to Self Plus One coverage is the only enrollment change allowable. Changes will be prospective to the first day of the first pay period following your request.

Changes to plans, options, and any other increase or decrease in coverage besides Self and Family to Self Plus One will not be allowed.

If you have questions regarding this limited enrollment period please contact [Karen Jung](#) or [Elena Morgan](#) by e-mail or by phone at (202) 514-2469.

Posted on ATR Announcements: February 24, 2016

To print announcement text only, right-click the announcement text and click Print.

Merger Course: Coordinated Effects

March 9, 2016
12:30 - 2:00pm
7222 LSB

In this presentation, Ethan Glass, Assistant Chief in Litigation 3, and Fan Zhang, an EAG economist, will discuss the subject of Coordinated Effects as it relates to merger analysis. This session is part of the First-Year Training Program, and the five-part merger training program designed for new attorneys and economists. Because of its relevance, we have opened the program to all attorneys and paralegals who would like to attend.

The New York, Chicago, and San Francisco offices can participate by videoconference. The program can also be seen on ATR-TV.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: February 25, 2016

BlackBerry Tip:

How Do I Get Rid of the "Sent from my BlackBerry" Text?

E-mails that you send from the BlackBerry may include the "Sent from my BlackBerry" signature line at the bottom. You may want to remove this signature line and replace it with a custom signature – or just omit the signature line altogether.

To remove this signature line or use a different signature line:

1. In the Email application, tap  >  Settings > Email Accounts.
2. Tap your email account.
3. To remove the signature, set the Auto Signature switch to Off.
4. To change the Auto Signature, switch it to On.
5. Type a new message in the field.
6. Tap Back

Note: Signatures created on the BlackBerry are not available in Outlook. Likewise, signatures created in Outlook are not available on the BlackBerry. Both features are independent of one another.

To print announcement text only, right-click the announcement text and click Print.

Understanding Operations: The Special Assistants' Insider View on Front Office Review

March 10, 2016

12:30-2:00pm

7222 LSB

The Special Assistants to the Directors of Enforcement will discuss their roles working with the Front Office, Section Management and Staff. They will provide guidance on when to be in touch with them during an investigation and best practices to follow when submitting materials to the Front Office.

Some of the main topics to be discussed:

- Overview of the Special Assistant's role within the Division
- Practice Tips to facilitate Front Office approvals
- Exemplars/Models and where to find them

The New York, Chicago, and San Francisco offices can participate by videoconference. ATR-TV will also be available.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: March 1, 2016

To print announcement text only, right-click the announcement text and click Print.

New Deputy Ethics Officer Announced

The Division is pleased to announce the selection of Nina Hale as the new Deputy Ethics Officer in the Office of Operations. Nina was selected for this position after thorough and thoughtful consideration of the applications received in response to the ATRnet Announcement of February 9, 2016. We thank all who applied and sincerely appreciate everyone's commitment to the Division. Please extend warm congratulations and welcome to Nina as she assumes this new position.

Posted on ATR Announcements: March 1, 2016

To print announcement text only, right-click the announcement text and click Print.

UPDATED

Vacancy: Attorney – Adviser (Deputy Chief Legal Adviser - Civil)

The Division seeks a highly motivated and experienced attorney to apply for the position of Deputy Chief Legal Adviser - Civil in the Office of Operations in Washington, DC. **This position has been renamed and was formerly known as the Deputy General Counsel – Civil.** This is a GS-15 position.

The incumbent serves as a senior legal Attorney-Adviser (Deputy Chief Legal Adviser - Civil) responsible for advising on Antitrust Division matters, and interpreting the Division's procedural statutes (e.g., the Tunney Act, Hart-Scott-Rodino Act, the Antitrust Civil Process Act and comparable criminal statutes).

The individual selected will have substantial responsibilities related to doctrinal issues important to the Division, such as the Division's authority under and compliance with applicable statutes and regulations, involvement in suits against the Division, reviewing general policy issues facing the Division, and issues related to proposed remedies and party compliance.

The successful applicant will have:

1. Significant, wide-ranging antitrust civil enforcement experience;
2. Strong background working with statutes applicable to Division legal practice;
3. Substantial understanding of Division investigation techniques and litigation issues;
4. Broad knowledge of remedies used by the Division and management skills to work with Division sections to ensure compliance with Division remedies; and,
5. Ability to work cooperatively and closely with the Chief Legal Adviser, Office of the Assistant Attorney General, and the Office of Operations.

Division attorneys applying for this position must submit a resume and a short statement, not exceeding one page, highlighting their relevant experience and qualifications for this position. The resume and statement must be sent via electronic mail to Marvin Tyler of the Personnel Staff no later than midnight, **March 15, 2016**. Relocation expenses will be paid, with a required commitment of one year of service with the Division in the selected office.

Questions on the responsibilities of the Division's Deputy Chief Legal Adviser should be directed to Dorothy Fountain via email or on 202-514-3543.

Posted on ATR Announcements: March 1, 2016

To print announcement text only, right-click the announcement text and click Print.

Antitrust Attorney Training Program

The Office of Operations has issued the 2016 Antitrust Attorney Training Program which consolidates training related to Civil, Criminal, and Electronic Discovery. The [schedule](#) provides course descriptions, locations, and the quarter in which each program will be offered. Specific dates for course offerings will be announced when available.

The Division is committed to fostering professional growth to ensure that attorneys in all stages of their careers acquire the essential skills needed to practice law effectively. Division attorneys are expected to take an active role in their own professional development. To that end, attorneys with greater than two years of experience with the Division are encouraged to attend three or more programs offered in the brochure per calendar year. First and second year attorneys should participate in, at a minimum, each of the courses identified as part of the Introductory Curriculum.

Distance Learning: The majority of courses offered in the brochure will be conducted in Washington, D.C. regardless of location, each of the programs will be made available through videoconference upon request.

Posted on ATR Announcements: March 2, 2016

To print announcement text only, right-click the announcement text and click Print.

**Postponed: Outside, Looking In: Lateral Attorneys
Discussion of
the Division's Criminal Investigations**

March 8, 2016
12:30 - 2:00pm
7222 LSB

Interactive panel discussion moderated by Eric Meiring (Asst. Chief CRIM II) and joined by lateral attorneys Daniel Glad (CHI), Justin Murphy (CRIM I), and Tee St. Matthew-Daniel (CRIM II). This panel will discuss the bar's perspective on the Antitrust Division's criminal investigations and litigations including some of the common misconceptions about the Division, and practical issues outside counsel often confront while perfecting leniency markers, cooperating and negotiating pleas and carve outs, responding to GJ subpoenas and document requests. Panel will also discuss, from outside counsel's perspective, best practices and techniques employed by the Antitrust Division.

The New York, Chicago, and San Francisco offices can participate by videoconference.

Contact [Nancy Jaquish](#) with questions and to register.

Posted on ATR Announcements: March 7, 2016

To print announcement text only, right-click the announcement text and click Print.

Introduction to Privilege Log Review

March 17, 2016
12:00–1:30pm
7222 LSB

Do you believe that we consistently receive ALL the documents that we are entitled to in response to CIDs and Second Requests? Is it possible that non-privileged documents are sometimes/often hidden in privilege logs based upon apathy, misunderstanding of the law, or something more sinister? Assuming the worst, do you know how to assess a privilege log and set the stage for a successful motion to compel? This course will be your roadmap.

Based upon experiences drawn from numerous matters, Michael Chaleff will discuss how to quickly and efficiently review, evaluate, and assail a privilege log.

The New York, Chicago, and San Francisco offices can participate by videoconference.

Contact [Nancy Jaquish](#) with questions and to register.

Posted on ATR Announcements: March 7, 2016

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

IT SPECIALIST

Gerardo J. Despian received his Bachelor Degree from George Mason University – Fairfax, VA and is assigned to the ISSG, Web Customer Liaison Staff.

Posted on ATR Announcements: March 8, 2016

To print announcement text only, right-click the announcement text and click Print.

JTN PRAO: Common Professional Responsibility Issues: To Tell the Truth: Duty of Candor

March 16, 2016
3:00 – 4:00 PM
4224 LSB

In this one-hour training, Marguerite Driessen and Justin Leavitt, Attorney Advisors at the Professional Responsibility Office, provide a thorough discussion of a Department attorney's duty of candor to the tribunal and obligations to be truthful in statements to others. The presenters discuss those duties in multiple contexts for both criminal and civil attorneys and include analysis of the application of ABA Model Rules in each context. This training is designed for beginning litigators and as a refresher for more experienced litigators.

Ethics credits of 1hour will be given for this program for DC-based participants who take the course in room 7224 LSB. The Chicago, New York and San Francisco offices can participate by videoconference to obtain CLE credit. Contact the designated CLE Training Representative in your office.

Interested staff may view this program through videos-on-demand in LearnDOJ, though CLE credits will not be earned.

Please contact [Nancy Jaquish](#) with questions and to RSVP.

Posted on ATR Announcements: March 8, 2016

To print announcement text only, right-click the announcement text and click Print.

DC: DOJ Blood Drive Benefitting the Armed Forces – April 13, 2016

The Department of Justice, in cooperation with the Armed Services Blood Bank Center (ASBBC) of the Department of Defense, will conduct a blood drive benefitting members of the Armed Forces. The blood drive will be held from **9:00 a.m. to 1:00 p.m., Wednesday, April 13, 2016 in The Great Hall of the Robert F. Kennedy Main Justice Building.**

The ASBBC is responsible for collection, manufacture, and storage of blood and blood products, which support soldiers through the Armed Services Whole Blood Processing Lab, National Naval Medical Center, Walter Reed Army Medical Center, Malcolm Grow Medical Center, and overseas medical treatment facilities.

Scheduling an appointment is easy. Go to www.militarydonor.com to access your donor account, or create a new account. "DOJ" will be the Sponsor Code for the Main Justice blood drive. Once logged in, you will be able to select an appointment time. If you experience problems scheduling an appointment, please contact Glenn Kivlen, JMD Human Resources, on (202) 616-5180.

Volunteers who donate blood may be granted up to four hours of excused absence for recuperative purposes. Give the gift of life!

Posted on ATR Announcements: March 9, 2016

To print announcement text only, right-click the announcement text and click Print.

JTN: Evidence for Experienced Criminal Litigators: Relevance

March 17, 2016
2:00 - 3:20 p.m.
7222 LSB

This presentation covers the Federal Rules of Evidence dealing with the concept of relevance and its limits under Rules 401, 402, 403 and 404(b). The presentation focuses on application of the Rules for the prosecutor in federal criminal trials, both in pretrial preparation and during the trial itself. After the break, the lecture covers difficult problems of relevance posed by various issues, such as the defense that some other person did the crime, the defensive use of reverse 404(b), the absence of investigative steps (i.e., fingerprints, DNA, etc.), background of an investigation, and the use of a defendant's silence to impeach.

Credit of 1 hour (no ethics) will be given for this program for DC-based participants who take the course in room 7222 LSB. The New York, Chicago and San Francisco offices can participate by videoconference to obtain CLE credit. Contact the designated CLE Training Representative in your office.

Interested staff may view this program through videos-on-demand in LearnDOJ, though CLE credits will not be earned.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: March 10, 2016

To print announcement text only, right-click the announcement text and click Print.

DC: Media Destruction Opportunity

The Office of Automation Staff (OAS) has arranged for an opportunity to securely and safely destroy electronic media, e.g., CDs, hard drives, DVDs, etc., at no cost to the Division. This represents an opportunity to dispose of electronic media that is no longer needed. Please review any electronic media in your office and section to determine if it can be destroyed. Please follow the procedures outlined in Division [Directive 2710.1](#), particularly paragraph 8. Remember to contact the FOIA/PA unit to determine if the media are the subject of any current FOIA requests before submitting the media for destruction. If you have electronic media that can be destroyed, send an email to the [ATR Helpdesk](#), with the quantity and type of media (e.g., CDs, DVDs, thumb drives, hard drives, etc.). If you have questions about what types of media can be recycled, please contact Jason Krucoff at 202-305-0790. **The deadline is Friday, April 8.** You will receive additional instructions about where and when to drop off the media.

For staff outside Washington, DC, coordinate with your office IT Specialist.

Any questions about records and submitted material, should be directed to [Genora Sessomes](#). Questions relating to litigation support should be directed to your case manager.

Posted on ATR Announcements: March 11, 2016

To print announcement text only, right-click the announcement text and click Print.

Office of the Chief Legal Advisor

The Division is changing the name of the Office of the General Counsel to the Office of the Chief Legal Advisor. Currently, Dorothy Fountain is the acting head of this office. The duties and responsibilities of the office will remain the same. The office will still be responsible for:

- Advising the Assistant Attorney General on the Division's jurisdiction and authority.
- Providing guidance and tools to staff on broad recurring investigative, litigation, and privilege-related issues.
- Supervising remedy policies, including guidance on drafting remedies and remedy enforcement.
- Coordinating responses to suits against or subpoenas issued to the Division.
- Supervising the Division's compliance with ethics and professional responsibilities, the Freedom of Information Act, and the Privacy Act.
- Supervising Division responses to the General Accountability Office, Inspector General, and Office of Professional Responsibility inquiries.

Posted on ATR Announcements: March 11, 2016

BlackBerry Tip:
What Happened to My Incoming E-mails?

If you notice that you're not receiving e-mails (or you can't send e-mails), try these troubleshooting tips.

Tip 1: Make sure that your wireless connection is on.

1. On the home screen, swipe down from the top of the screen.
2. Tap  Settings > Network Connections > Mobile Network.
3. If you see that Mobile Network is set for "Off", switch to On. (Note that Bluetooth remains disabled, since this feature is not available on the Division's BlackBerry devices.)
4. Tap the Back key.

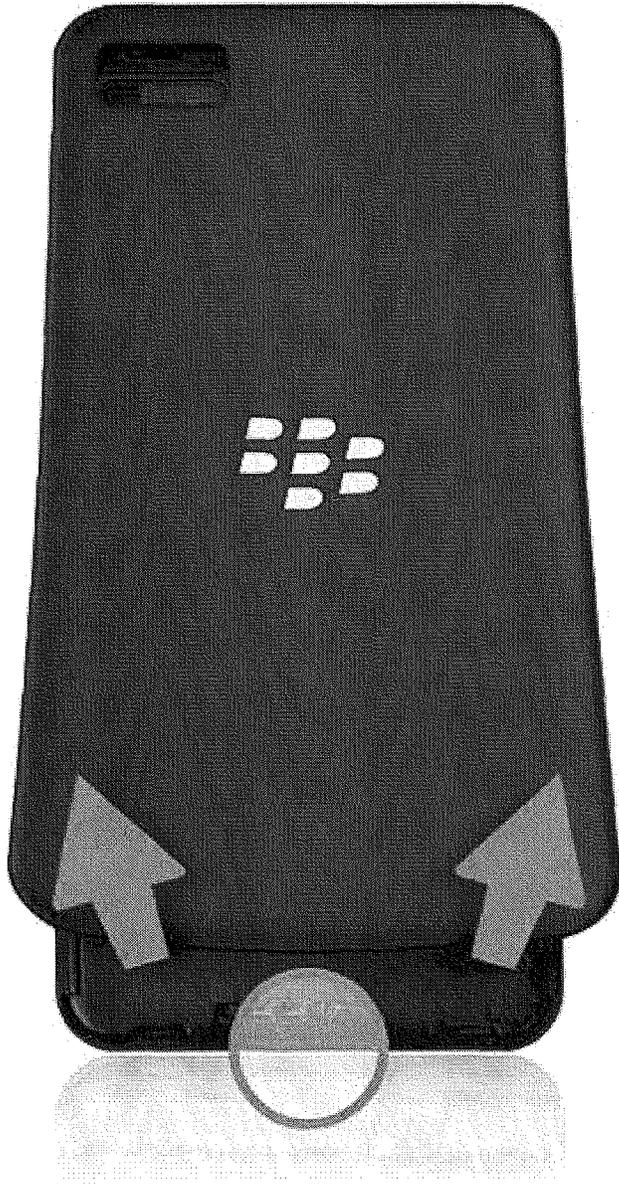
Tip 2: Remove and reinsert the battery (also known as a "hard reset")

Remove the battery door

The battery door is flexible and may bend when you remove it.

1. To remove the battery door, pull up the bottom of the battery door. Once the battery door is removed, remove the battery, waiting 10 seconds before reseating it.

Note: Powering up the unit can take several minutes.



Tip 3: Re-register the device with the BlackBerry Server.

1. Swipe down from the top of the screen to pull down the quick access menu
2. Tap on **Settings** 
3. Tap on **About**
4. Tap on the **Category** dropdown menu
5. Tap on **Network** from the dropdown menu

6. Tap the Action Overflow button in the lower right hand corner marked by three vertical dots 
7. Tap on **Register BlackBerry**

To print announcement text only, right-click the announcement text and click Print.

AAG Memo on Restrictions on Political Activities

All Department of Justice Employees:

Please see the attached Deputy Attorney General Memorandums regarding Restrictions on Political Activities. As we approach the elections this fall, it is important that all Department of Justice employees be familiar with the rules that govern our participation in partisan political activity. All employees should review the attached relevant memorandum; one is addressed to all career employees, the second is addressed to all non-career appointees.

If you have any questions, please contact your ethics official or the Departmental Ethics Office at 202-514-8196.

Attachments:

- [Restrictions on Political Activities Election Year Reminders for Justice Career Employees](#)
- [Restrictions on Political Activities Election Year Reminders for Justice Non-Career Employees](#)

Posted on ATR Announcements: March 14, 2016

To print announcement text only, right-click the announcement text and click Print.

Reminder: FY16 Required Annual DOJ Cybersecurity Awareness Training (CSAT)

Federal security regulations require that all Federal Government employees and contractors complete Cybersecurity Awareness Training. To facilitate compliance, the Department of Justice (DOJ) has developed a web-based CSAT course which must be completed by all employees and contractors.

The web-based CSAT 2016 Course is accessible through learnDOJ at learndoj.gov. Antitrust (ATR) employees and contractors will have until March 31, 2016 to complete the course, accept the Rules of Behavior (ROB), and complete the Survey. Logon to your account on the LearnDOJ website and click on the "DOJ Cybersecurity Awareness Training (CSAT-2016)" course under your "To-Do List" items. Click the "Accept" button once you have read the awareness training, agree to the ROB, and take the survey to complete CSAT.

If you have difficulty accessing the learnDOJ course, please contact the ATR Help Desk at 202-353-ATRH (2874).

Thank you in advance for completing this required course.

Posted on ATR Announcements: March 14, 2016

To print announcement text only, right-click the announcement text and click Print.

2016 Attorney Student Loan Repayment Program

The Department of Justice currently is accepting requests from attorneys interested in competing for the Fiscal Year 2016 Attorney Student Loan Repayment Program (ASLRP), which is an incentive program designed to recruit and retain highly qualified attorneys for hard-to-fill positions. Detailed information on ASLRP policy, legislative requirements, application procedures, frequently asked questions, and form-fillable requests are posted on the [Office of Attorney Recruitment and Management \(OARM\) web page](#).

The deadline for submitting a request to the Antitrust Division's Executive Office for consideration in this year's program is **April 21, 2016** for new requesters. New requesters must submit two completed request packages to Elena Morgan on the Personnel Staff in the Liberty Square Building, 450 Fifth Street, NW, Room 3115, Washington, DC 20530. One package will be sent to OARM and the other will be processed by the Antitrust Division. Please see the "Initial Request for Consideration for Participation in ASLRP" form, which is posted on the [OARM web page](#) for more information. Please note that OARM will not process incomplete, inaccurate, or handwritten requests.

For 2016, the Division's "component-specific criteria" for current employees is:

- Law degree with demonstrated antitrust interest;
- Economics background (e.g., course work, employment, etc);
- Experience in civil or criminal antitrust enforcement with demonstrated results in support of Antitrust Division strategic goals; and
- Demonstrated skill in using sophisticated automated litigation support tools to handle an ever-increasing volume of incoming data that must be reviewed quickly.

Important: All 2016 ASLRP payments are contingent upon availability of funds.

Attorneys who do not meet the Division's specific criteria also may apply based on their high or unique qualifications relevant to Department duties or special need of the Department. Questions should be directed to Elena Morgan via [electronic mail](#) or on (202) 353-8224.

Posted on ATR Announcements: March 14, 2016

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employee into the Antitrust Division.

PARALEGAL SPECIALIST

Huey S. Ratcliff received his Masters of Science Degree from Southern New Hampshire University – Manchester, NH and is assigned to the Paralegal Unit.

Posted on ATR Announcements: March 15, 2016

To print announcement text only, right-click the announcement text and click Print.

JTN: Trial Advocacy Skills: Qualities of a Successful Trial Lawyer

March 23, 2016

2:00 - 3:00 p.m.

7222 LSB

This lecture is designed to help the audience understand and enhance the skills, techniques, and other qualities needed to be successful in federal court. The presenter is Mr. James A. Lofton, a senior Department litigator with years of civil trial experience and who teaches civil trial advocacy, evidence, and discovery at the NAC.

Credit of 1 hour (no ethics) will be given for this program for DC-based participants who take the course in room 7222 LSB.

The New York, Chicago and San Francisco offices can participate by videoconference to obtain CLE credit. Contact the designated CLE Training Representative in your office.

Interested staff may view this program through videos-on-demand in LearnDOJ, though CLE credits will not be earned.

Contact [Nancy Jaquish](#) with questions.

Register in [LearnDOJ](#).

Posted on ATR Announcements: March 15, 2016

To print announcement text only, right-click the announcement text and click Print.

Laptop Timeout Setting Change

PURPOSE

In order to comply with DOJ IT security mandates, all ATR-issued laptops will be configured to enter sleep mode after 30 minutes of inactivity. After 15 minutes of inactivity, the screen will lock; after 30 minutes, the laptop will disconnect from the ATR network and enter sleep mode.

WHEN IS WORK SCHEDULED?

The laptop timeout setting will be applied the next time you connect to the ATR network **after** Friday, March 18 at 9pm, ET.

WHO DOES THIS IMPACT?

All ATR Staff with ATR-issued laptops.

WHAT ACTIONS ARE REQUIRED?

No actions are required. The policy will be automatically applied to your laptop.

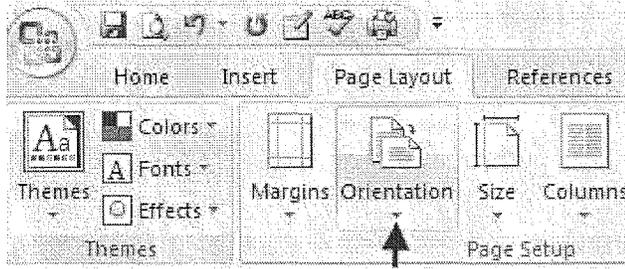
If you have any questions, please contact the [ATR Helpdesk](#) at 202-353-2874.

Posted on ATR Announcements: March 17, 2016

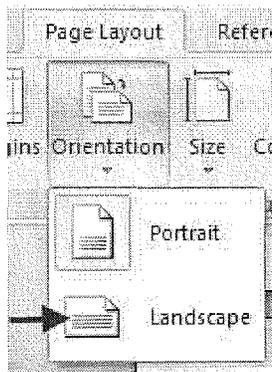
Microsoft Word 2007 Tip
Changing Page Orientation

The Page Layout can be changed from Portrait to Landscape. When you select Landscape the text is arranged horizontal on the page.

1. Click on the Page Layout Tab.
2. Click on Orientation drop down tab.



3. Click on Landscape and the document will turn to Landscape.



4. To change the Orientation back to Portrait follow Steps 1 & 2 and select Portrait.

Want to learn more about Word 2007? Sign up for the **Introduction to Word 2007** class. See the [Computer Training Calendar](#) for the schedule of all instructor-led computer training classes.

We hope you found this tip valuable. For further assistance, suggestions for future tips, comments, or to sign up for a class, please call the Centralized HelpDesk at 202-353-ATRH (2874) or e-mail us at [ATR-HelpDesk – Support Requests](#).

To print announcement text only, right-click the announcement text and click Print.

Update: Free Access to Washingtonpost.com Restored

As you may have noticed, the Washington Post recently ended free-online subscriptions for federal employees. However, DOJ library staff contacted the Post and recouped free access for the agency! Using IP authentication to identify federal employees, you should have access to any content on the Washington Post site while logged into the DOJ network.

In addition to the *Washington Post*... the library also offers ***MLex US subscriptions*** upon request.

Mlex is an antitrust news service that includes:

- daily articles; daily alerts based on your preferences
- antitrust litigation case files with court documents
- a calendar of upcoming antitrust law events

If you need assistance with either the Washington Post or Mlex, please do not hesitate to contact the library.

Posted on ATR Announcements: March 21, 2016

To print announcement text only, right-click the announcement text and click Print.

Overview of the Commodity Futures Trading Commission

March 30, 2016

12:30-2:00pm

7222 LSB

What is a future? A swap? A commodity? The CFTC? In this presentation, Kim Bruno, a detailee in the Wash Crim 1 Section from the Commodity Futures Trading Commission, will provide an overview of the Commodity Exchange Act and the Commodity Futures Trading Commission. The presentation includes some examples of recent high profile enforcement cases.

Videoconferencing and ATR-TV are available.

Contact [Nancy Jaquish](#) with questions and to register.

Posted on ATR Announcements: March 21, 2016

To print announcement text only, right-click the announcement text and click Print.

2016 Wall to Wall Physical Inventory

To comply with the Chief Financial Officers Act of 1990, the Department once again requires each Departmental component to perform a physical search and verification of its inventory of accountable property. Types of accountable property that will be included in the physical inventory include, but are not limited to:

- Desktops
- Laptop computers,
- Blackberry devices,
- Projectors and
- Cameras

Beginning Monday, April 11, 2016 Executive Office staff will schedule visits with individual section/office Property Custodian Officers (PCOs), who may assist the team in locating property during their visit. As part of the process, access will be required to all individual offices, file rooms, storage areas, closets, etc. In addition, section employees with assigned laptop computers, Blackberry devices, and other portable equipment devices must ensure the equipment is brought into the office and made available for inspection by the inventory search team.

It is anticipated the inventory search of a section/office will take approximately two to three hours to complete. Every effort will be made to reduce inconvenience to employees and disruption of section/office operations.

Thank you for your cooperation and assistance. If there are any questions please contact Dean Cranford on (202) 532-4743 or Juanita Wood on (202) 598-8351 for assistance.

Inventory Schedule

Sections:

- Wash. CRM I & II, LPS and FC **April 11**
- EAG (9th and 3rd floor) **April 12**
- TEA & Lit II **April 13**
- TEL & Networks and Tech. **April 14**
- Lit I and Lit III **April 15**
- EXO, ISSG (3rd floor) **April 18**

- FOIA, Paralegal Unit and C2 **April 19**
- ISSG SOA and Help Desk Areas **April 20**
- ISSG Data Rooms (LL Level) **April 21**
- ISSG Data Rooms (LL Level) **April 22**
- Main **April 25**

*** Rockville Data Center, New York, Chicago, Atlanta and San Francisco Office***

Your inventory review will begin April 1st with a due date of April 22nd.

Posted on ATR Announcements: March 23, 2016

To print announcement text only, right-click the announcement text and click Print.

Welcome to the Antitrust Division

Please welcome the following newly appointed employees into the Antitrust Division.

Paralegal Specialist

Daniel Gajewski received his Bachelor of Science Degree from the George Mason University - Fairfax, VA and is assigned to the Paralegal Unit.

Lead IT Project Manager

Amy Webber received her Master of Arts Degree from the University of Memphis - Memphis, TN and is assigned to ISSG, Office Automation Staff.

Posted on ATR Announcements: March 23, 2016

To print announcement text only, right-click the announcement text and click Print.

Department of State Travel Alert - Europe

The State Department alerts U.S. citizens to potential risks of travel to and throughout Europe following several terrorist attacks, including the March 22 attacks in Brussels claimed by ISIL. Terrorist groups continue to plan near-term attacks throughout Europe, targeting sporting events, tourist sites, restaurants, and transportation.

U.S. citizens should exercise vigilance when in public places or using mass transportation. Be aware of immediate surroundings and avoid crowded places. Exercise particular caution during religious holidays and at large festivals or events.

U.S. citizens should also:

- Follow the instructions of local authorities, especially in an emergency.
- Monitor media and local information sources and factor updated information into personal travel plans and activities.
- Be prepared for additional security screening and unexpected disruptions.
- Stay in touch with your family members and ensure they know how to reach you in the event of an emergency.
- Register in our Smart Traveler Enrollment Program (STEP).

European governments continue to guard against terrorist attacks and conduct raids to disrupt plots. We work closely with our allies and will continue to share information with our European partners that will help identify and counter terrorist threats.

For further information:

- **See the [State Department's travel website](#) for the [Worldwide Caution](#), [Travel Warnings](#), [Travel Alerts](#), and [Country Specific Information](#).**
- Enroll in the [Smart Traveler Enrollment Program \(STEP\)](#) to receive security messages and make it easier to locate you in an emergency.
- Call 1-888-407-4747 toll-free in the United States and Canada or 1-202-501-4444 from other countries from 8:00 a.m. to 8:00 p.m. Eastern Standard Time, Monday through Friday (except U.S. federal holidays).
- Follow us on [Twitter](#) and [Facebook](#).

This Travel Alert expires: **June 20, 2016.**

Please direct any questions concerning this travel alert to Mr. Christopher Hartle, ATR Security Programs Manager at 202-569-1990 or Christopher.Hartle@usdoj.gov.

Posted on ATR Announcements: March 23, 2016

To print announcement text only, right-click the announcement text and click Print.

Briefing on the Freedom of Information Act ("FOIA")

All Division personnel are encouraged to view a short video by the Director of the Office of Information Policy that provides a general overview of the FOIA. The video is available on both the Justice Department's [website](#) and on the Justice Department's [YouTube channel](#).

Posted on ATR Announcements: March 24, 2016

To print announcement text only, right-click the announcement text and click Print.

**2016 DOJ Women's History Month Observance Program –
Special Remarks from Attorney General Loretta E. Lynch
and a Panel Discussion with Distinguished Women in
Public Service Moderated by Deputy Attorney General
Sally Quillian Yates**

Broadcast Live on the Justice Television Network. There will be a JTN connection in 7224 LSB for ATR staff. This will also be broadcast via video conference to the Chicago, New York, and San Francisco Offices

The Department of Justice will hold its 2016 Women's History Month Observance Program at **11:00 a.m., Monday, March 28, 2016, in the Great Hall of the Robert F. Kennedy Main Justice Building**. It will be broadcast live via the Justice Television Network (JTN). This year's National theme is *"Working to Form a More Perfect Union: Honoring Women in Public Service and Government."*

During this dynamic program, DOJ employees will hear special remarks from Attorney General Loretta E. Lynch and Deputy Attorney General Sally Quillian Yates. The program will also feature a panel discussion centered around the National theme. Panelists will be Caroline D. Ciruolo, Acting Assistant Attorney General, Tax Division; Lisa Foster, Director, Access to Justice; Vanita Gupta, Principal Deputy Assistant Attorney General, Civil Rights Division; Bea Hanson, Principal Deputy Director, Office on Violence Against Women; and Karol Mason, Assistant Attorney General, Office of Justice Programs. Deputy Attorney General Sally Quillian Yates will moderate the panel discussion.

Please contact Granette Trent, Assistant Director for Affirmative Employment, Justice Management Division (JMD) Equal Employment Opportunity Staff (EEOS), via email at granette.trent@usdoj.gov for additional information. To request assistive listening devices or reasonable accommodations, please contact the Federal Relay at 1-800-877-8339 or Carlton M. Coleman, Departmental Disability Employment Program Manager, JMD EEOS, at (202) 616-4813 or via email at carlton.m.coleman@usdoj.gov (requests should be made at least five business days in advance of the program).

Departmental Special Observance Programs qualify as diversity training; thus DOJ employees should consider attending these programs to satisfy Departmental or Component diversity training requirements by viewing these programs in person or viewing them via JTN. **Employees who wish to receive credit for attending these programs should follow the instructions located at <http://dojnet.doj.gov/jmd/eeos/events.php>.** For general questions about satisfying the diversity training requirement, please contact your Component's Training Office or EEO Office.

Managers are encouraged to grant employees reasonable official time to attend or to view the program on JTN. Your participation in these programs will help facilitate increased awareness about all segments of the Department's workforce, and the benefits of diversity and inclusion to the Justice mission.

Posted on ATR Announcements: March 24, 2016

To print announcement text only, right-click the announcement text and click Print.

Nominations for AAG and ATR Honorary Awards – Deadline April 22

Division leadership is soliciting nominations from all Division staff, including attorneys, economists, paralegals and support team members, for Antitrust Division Assistant Attorney General and Honorary Awards to recognize the work and dedication of Division staff in support of antitrust enforcement.

These awards will be honorary only. Because of the nature of these awards, they are conferred only when warranted and not necessarily on an annual basis.

If you would like to recommend an employee of the Antitrust Division for such an award, please send an email with your recommended nominee and a paragraph outlining why you are nominating the person to Andria Starks on the Division's Personnel Staff **by not later than Friday, April 22**. Selected awardees will be recognized at a June Division event in Washington, DC. *This year, the Division has added a new Diversity Champion Award to the list for nominations.*

Nominations are requested for the following Antitrust Division Awards –

1. **Assistant Attorney General (AAG) Awards** - Referred to in ATR Directives as the Antitrust Division Award of Distinction, these awards recognize outstanding contributions to the Division's work. Awards are designed to recognize significant achievements in FY15 and to-date in FY16, or exemplary performance over an extended period of time, on the part of a Division employee. All employees and job series are eligible for nomination. Employee teams may be nominated for AAG awards provided the work of each member of the team is significant and notable.
2. **Antitrust Division Honorary Awards** - There are five distinct awards as follows:

Baxter Award: This award is named in honor of William Baxter, former Assistant Attorney General of the Antitrust Division, who had a profound impact on the practice of antitrust law. It is presented in recognition of the lifetime contributions in economic analysis and contributions made to the effective enforcement of antitrust law by an economist.

Morrison Award: This award is named in honor of Hugh Morrison, former Deputy Assistant Attorney General. It is presented in recognition of the long-term achievement and exemplary work ethic of an outstanding Division career litigator and litigation manager in furthering the mission of the Division.

Roberts Award: Named in honor of Neil Roberts, former chief of the Antitrust Division's Legal Policy Section. This award recognizes excellence, leadership, and dedication in the enforcement of the antitrust laws. Division career attorneys and economists are eligible. The award is the equivalent of the Morrison Award for those whose long-term contributions to antitrust enforcement are of equal significance but might not involve litigation.

Enforcement Support Award: This award recognized long-term dedication and consistently excellent performance in support of the Division's law enforcement mission. It is designed to recognize exceptional service by a Division support staff member, including paralegals, secretaries, clerks and all other administrative staff.

Diversity Champion Award: This award recognizes the long-term achievement and championing of diversity and fostering an inclusive work environment within the Antitrust Division. It consists of a plaque given to the recipient, whose name is also inscribed on a corresponding plaque displayed in the Assistant Attorney General's conference room.

Prior Award Recipients - Prior honorary award recipients for the past five years can be reviewed in Announcements posted on, [December 2, 2011](#), [April 17, 2013](#), [June 16, 2014](#) and [June 4, 2015](#).

Posted on ATR Announcements: March 25, 2016